



# Long Stratton Town Council

Pavilion, Manor Road, Long Stratton, NR15 2XR Telephone 01508 530524

Chairman: Mr Kevin Worsley. Clerk: Mrs R Buck

**Members are summoned to attend an Events Committee meeting of Long Stratton Town Council  
which is to be held on Monday 22<sup>nd</sup> November at 7pm at the Pavilion.**

## **AGENDA AND NOTICE OF MEETING**

1. To consider apologies for absence
2. To receive disclosures of interest and dispensation
3. To confirm minutes of meeting held 7<sup>th</sup> October 2021
4. To discuss and decide on purchasing more memorabilia for Remembrance Day 2022
5. To receive updates on what has been arranged for the Christmas event.
6. To discuss and decide on the next steps.
  - a. Bar
  - b. Everything else
7. To discuss and decide on roles and duties at the Christmas event.
8. To finalise the running order for Christmas
9. To review risk assessments and insurance for Christmas event.
10. Date of next meeting will be January 2022 (date tbc) to start preparing for summer event.