

**Twyford Parish Council
Community Events and Engagement Committee Agenda**

A meeting of the Committee will be held at 7:45pm on Tuesday 10th October 2023 at Loddon Hall, Twyford, RG10 9JA.

1. Public Questions.
2. Apologies.
3. Declaration of interest in items on the agenda.
4. Minutes dated 11th July 2023.
5. Budgets & Precepts (Figures in one drive folder).
[Note: to consider adding a contingency figure].
6. Meet Your Councillor -
 - 6.1 Feedback of the events.
 - 6.2 The Piggott School.
7. Annual Parish Meeting
 - 7.1 Feedback from stallholders.
 - 7.2 Public speaking session (for all Councillors) – Cost for the specialist £300 plus 25p per mile for travel (circulated).
 - 7.3 To note booking of Loddon Hall.
 - 7.4 To note the practice session will be arranged for the week commencing 8th April 2024.
8. Village Centre Events – To consider events for 2024 to encourage residents/visitors to the village centre.
9. A review of the 2023 Fete:
 - 9.1 Report from the Deputy Clerk (circulated).
 - 9.2 Report from the Deputy Clerk on final costings (circulated).
 - 9.3 Advertising/pre & post press releases/banners/schools/flyers.
 - 9.4 Opening / VIP.
 - 9.5 Layout.
 - 9.6 Schedule of events.
 - 9.7 Master of Ceremonies.
 - 9.8 Variety of stalls / number of stalls / WBC involvement.
 - 9.9 Entertainment – Band / Savage Skills.
 - 9.10 Childrens activities.
 - 9.11 Sporting activities.
 - 9.12 Classic Car Show.
 - 9.13 Dog Show.
 - 9.14 Food.
 - 9.15 Marquee / Seating.
 - 9.16 Car Park.
 - 9.17 Stewards/Gate Marshals.
 - 9.18 Walkie-Talkies / Microphones.
 - 9.19 First Aid.
 - 9.20 Signs.
 - 9.21 Toilets.
 - 9.22 Waste.
 - 9.23 Website.
 - 9.24 Post event tidy up.
 - 9.25 Any changes to make in the organisation/planning/event management.
 - 9.26 To reflect on the timing on the event – Did the new time of 12-4pm work.
 - 9.27 To make a recommendation as to which charity the car park funds should be donate to.
10. To consider/approve the main arena entertainment for the 2024 Twyford Village Fete King Ramps (Pro Skateboarding show & workshop) £2900 (circulated).
11. Report from the Deputy Clerk regarding the 'Market Module' from Edge.

12. Date of next meeting – 27th February 2024.

MEMBERS OF THE COMMUNITY EVENTS & ENGAGEMENT COMMITTEE

Chairman Mr M Alder	Mr J Bowley
	Mr M Bray
	Mrs J Jagger
Vice-Chairman Mr M Bray	Mr J Jarvis
	Mrs S Wisdom
	Mrs H Winder