

**Notice of Events Committee meeting to be held on
Wednesday 11th May 2022 4.00pm in
The Council Chamber, Diamond Jubilee Lodge, Wood View Road, Hellesdon**

AGENDA

The Openness of Local Government Bodies Regulations 2014

Under the above regulations, any person may take photographs, film and audio-record the proceedings and report on all public meetings. If you do not wish to be filmed / recorded, please notify an officer prior to the start of the meeting. The Council has a Policy, a copy of which will be displayed outside the Council Chamber or other meeting room as appropriate and is available on request

WELCOME

1. Apologies and acceptance for absence

2. Declarations of Interest and Dispensations

In accordance with Section 31 of the Localism Act 2011 & the adopted Code of Conduct members should declare any disclosable pecuniary interests, non-disclosable pecuniary interests and non-pecuniary interests in **any item(s) on the agenda**.

(In the case of disclosable and non-disclosable pecuniary interests the member must withdraw from the meeting room immediately after making representations, answering questions or giving evidence – **Please contact the office should any item need clarification**)

Clerk to report any written requests for dispensation in respect of items on this agenda.

3. Approval of the Minutes

To approve the minutes of the meeting held on 25th April 2022.

4. Public Participation (as permitted by Standing Order 3d & 5kxiii)

Members of the public are invited to speak and are **only** permitted to speak at this point in the meeting. (Public participation shall be in accordance with Standing Orders and shall not exceed 15 minutes unless such time is extended by the Chairman).

5. Platinum Jubilee Faye

- Confirm timing of each event.
- To confirm at least one volunteer will have a food hygiene certificate along with what food items will be sold in the tea garden.
- Confirm volunteers roles and responsibilities.
- Confirm with Hellesdon History what will be displayed as part of their presentation.
- Update on stall holders, confirmed numbers.

6. Exchange of Information

7. To confirm the date, time and venue of the next meeting

Faye Le Bon Clerk to the Council

Dated 4th May 2022

**All documents referred to in this agenda as "attached" are supplied to Parish Councillors only. Copies are available (unless marked confidential) at the Council Offices during public opening hours.*