



HOCKLEY PARISH COUNCIL

Festive Lights Sub Committee Members: Cllrs Anderson, Boxall, Chelmsford, Gleadall, James, R Martin (Chairman), S Martin, Randall.

Community Liaison: Paul West (21st Century Licencing); Paul Taylor; Keith Frost (Aylesford Electrical), Police, Gary Shinn (Fire Service), Kathleen Parkin (Hockley Library), Jeff Stanton (Hockley Chamber of Trade), Martin Stibbard and Barbara Thorogood (WI)

YOU ARE SUMMONDED TO ATTEND A MEETING OF THE FESTIVE LIGHTS SUB COMMITTEE AT 7.30PM ON WEDNESDAY 16 AUGUST 2017 AT THE PARISH HALL

Mrs Kate Smiles
Clerk to the Council

The public and press are welcome to be present.

Item	AGENDA
FL17/77	Members Attending & Apologies for Absence
FL17/78	Declarations of Interest <i>To receive any personal or personal and prejudicial interests relating to items on the agenda.</i>
FL17/79	To Approve Minutes of Meeting held on 12th June 2017 Motion: <i>The minutes of the meeting held on 12th June 2017 are agreed as a correct record.</i>
FL17/80	Public Participation <i>The meeting may be temporarily suspended for up to fifteen minutes should members of the public wish to comment on agenda items</i>
FL17/81	Assistant Clerk's Report <ul style="list-style-type: none">a. Event Management Planb. Road Closure Licencec. TEN (Temporary Event Notice)d. To confirm how many hi-viz jackets and vests HPC has in stocke. Power Supply arrangements for stage and stallholdersf. Electrical Contractor bookedg. Order for Corex Signageh. RDC booked to clean streets and toiletsi. Bus Company advised of diversion
FL17/82	To approve revised invoice from Stambridge Security Services <ul style="list-style-type: none">• Crossing Patrol Services

FL17/83	To confirm order with Aylesford for additional lights: <ul style="list-style-type: none"> • Replacement festoons for Spa Road. • Library Tree Lights • Christmas Tree Lights • Lights installation date
FL17/84	To confirm revised Marshals availability
FL17/85	Advance Notification of Event and delivery arrangements Notices to be delivered to Spa Road Shops & Flats above, Meadow Way, Eldon Way, Southend Road, Great Eastern, Station Road, Evelyn Close
FL17/86	To approve design of 5 new banners and side of stage advertising for printing
FL17/87	To approve design Draft Flyer Design for printing
FL17/88	Children's Competition Entries
FL17/89	Purchase of gifts for Santa's Grotto
FL17/90	Update on Street Event Stall Bookings <ul style="list-style-type: none"> • Traders • Charities • Parish Hall Activities
FL17/91	Stage entertainment
FL17/92	Project Plan progress
FL17/93	To review Budget
FL17/94	Date of Next Meeting: Wednesday 13th September Future agenda items