



## HOCKLEY PARISH COUNCIL

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

**Community Liaison:** Paul West (21<sup>st</sup> 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 13<sup>th</sup> SEPTEMBER 2017 AT THE PARISH HALL**

Mrs Kate Smiles  
Clerk to the Council

**Please note that under the Local Government Act 1972 Schedule 12 p10(2) a Council cannot lawfully decide any matter that is not specified on the Agenda. Should you require additional information on any Agenda Item please advise the Clerk prior to the meeting.**

**The public and press are welcome to be present.**

Item	AGENDA
FL17/95	<b>Members Attending &amp; Apologies for Absence</b>
FL17/96	<b>Declarations of Interest</b> <i>To receive any personal or personal and prejudicial interests relating to items on the agenda.</i>
FL17/97	<b>To Approve Minutes of Meeting held on 16th August 2017</b> <b>Motion:</b> <i>The minutes of the meeting held on 16th August 2017 are agreed as a correct record.</i>
FL17/98	<b>Public Participation</b> <i>The meeting may be temporarily suspended for up to fifteen minutes should members of the public wish to comment on agenda items</i>
FL17/99	<b>Assistant Clerk's Report</b>  a. Event Management Plan progress b. TEN (Temporary Event Notice) – Paul West c. Banner Replacement and date changes d. Permission to fix a banner at Clayswell Court. e. Aylesford Installation date confirmation f. Safety Inspection of Poles completed

<b>FL17/100</b>	<b>Stambridge Security Services</b> To confirm their duties at the event
<b>FL17/101</b>	<b>Revised Marshals list</b>
<b>FL17/102</b>	<b>To approve final event Flyers and agree publicity</b>
<b>FL17/103</b>	<b>Finalized Children's Competition Entries</b> Sponsorship of entries by Hockley Chamber of Trade
<b>FL17/104</b>	<b>Purchase of gifts for Santa's Grotto</b>
<b>FL17/105</b>	<b>Update on Street Event Stall Bookings</b> <ul style="list-style-type: none"> <li>• Stall Bookings</li> <li>• Stage entertainment</li> </ul>
<b>FL17/106</b>	<b>Monthly Project Plan progress</b>
<b>FL17/107</b>	<b>Budget</b>
<b>FL17/108</b>	<b>Future agenda items</b>  <b>Date of Next Meeting:</b> Monday 16 <sup>th</sup> October 2017 To meet with all Marshals for a safety Briefing