

Little Paxton Parish Council

*(Clerk of the Council: Mrs. J Gellatly, 11 Hayling Avenue, Little Paxton, St Neots PE19 6HG)
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To members of the Council:

You are hereby summoned to meeting of the **Paxfest Committee** on **Monday 6th February 2023 at 10am** to be held in Little Paxton Village Hall meeting room for the purpose of transacting the following business.

Members of the public and press are invited to attend.

AGENDA

55. Apologies for absence.

56. Members' declaration of Disclosable Pecuniary Interests & Other Registerable Interests for items on the Agenda.

57. To receive written requests for new Disclosable Pecuniary Interest dispensations- to receive a verbal report from the Clerk.

58. Public Forum.

59. Matters arising from previous Minutes (No decisions).

60. To review musical entertainment.

(i) To agree action

61. To review and agree other entertainment/exhibits/stalls for the event.

(i) Face painting.

62. Community groups stallholder February invite letters.

(i) To agree action.

63. Commercial stall bookings- to receive a verbal report from the Clerk.

(i) To agree action.

64. Event Safety

(i) Safety Advisory Group Application comments- to receive a verbal report from the Clerk.

(ii) To review locations of Information desk/ event control.

- (ii) To agree to obtain a quotation for security provision for alcohol providers.
- (iii) To review Lost Child Procedure and make a recommendation to Full Council.
- (iv) Event risk assessment- to receive a verbal report from the Clerk.

65. Volunteer help at the event-to agree action.

- (i) St Neots Army Cadets
- (ii) St Neots St Mary's Rotary

66. Publicity- to agree to purchase a teardrop flag for First Aid provision.

67. To agree to contact Huntingdon Community Radio & Black cat Radio to request radio interviews.

68. To agree to have a Parish Council stall to promote Bands in the Park & other Council events.

69. Date of next meeting to be agreed.

Jenni Gellatly

Mrs Jennifer Gellatly
Parish Clerk/Proper Officer
31st January 2023