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**To All Members of the EATH Committee:**

**Keynsham Town Councillors:** A Beaumont, D Biddleston, C Brennan, A Greenfield,  
H MacFie, B. Simmons and J Wallcroft

cc. All Other Town Councillors

Town Council Staff : Beth Whalley

Members of the public: Jude Cron and representative from Churches Together

**Dear Members of the EATH Committee**

You are requested to attend a meeting of the Events, Arts, Tourism and Heritage Committee to be held in the **TOWN COUNCIL OFFICE, 15-17 TEMPLE STREET, KEYNSHAM, on WEDNESDAY 3<sup>rd</sup> August 2022 at 4 p.m.**

The Agenda for the meeting appears below.

Signed on 26<sup>th</sup> July 2022.

By Katherine Sears, Deputy Town Clerk

**EMERGENCY EVACUATION PROCEDURE**

When the continuous alarm sounds, you must evacuate the building by the exit and proceed to the assembly point: Grassed area past St. Cadoc House, Temple Street.

Arrangements are in place for the safe evacuation of disabled people.

**EATH COMMITTEE AGENDA**

**1. APPOINTMENT OF CHAIRMAN**

*RECOMMENDATION:*

*To appoint a Chair of the Committee for the Municipal Year 2022-23, as agreed at the Town Council meeting held on 10<sup>th</sup> May 2022.*

## **2. APPOINTMENT OF VICE CHAIRMAN**

*RECOMMENDATION:*

*To appoint a Vice Chair of the Committee for the Municipal Year 2022-23, as agreed at the Town Council meeting held on 10<sup>th</sup> May 2022.*

## **3. APOLOGIES FOR ABSENCE**

*Dave Biddlestone*

## **4. RECORD OF PREVIOUS MEETINGS**

*RECOMMENDATION:*

*That the minutes of the EATH Committee meetings held on 6<sup>th</sup> July 2022 (previously circulated) be received and noted.*

## **5. KEYNSHAM WINTER FESTIVAL**

### **a) Site layout and road closure**

*RECOMMENDATION:*

*To receive any updates*

### **b) Stage Position**

*RECOMMENDATION:*

*Following site visit with Spirolux, discuss the stage position options.*

### **c) The Procession**

*RECOMMENDATION:*

*Procession to start at the Community Christmas Tree and finish at St Johns Church  
Discuss the purchase of faux candles and /or lanterns*

### **d) Entertainment on stage/dance arena**

*RECOMMENDATION:*

*Discuss the street entertainment options from quotes provided at the meeting*

### **e) Entertainment in the Community Space**

*RECOMMENDATION:*

*To receive any updates*

### **f) Fun Fair Positions**

*RECOMMENDATION:*

*To receive any updates*

### **g) Stall positions**

*RECOMMENDATION:*

*To receive any updates*

**h) Pre-Event workshops**

*RECOMMENDATION:*

*To receive any updates*

**6. BUDGET SHEET for WINTER FESTIVAL (to be presented at the meeting)**

*RECOMMENDATION:*

*To receive and note the Budget Sheet.*

**7. REMEMBRANCE DAY PARADE**

*RECOMMENDATION:*

*To receive any updates*

**8. DATE OF NEXT MEETING**

RECOMMENDATION:

To note that the next meeting of this Committee will be held on **WEDNESDAY 7<sup>th</sup> SEPTEMBER 2022** at 4.00 p.m. in the **Town Council office.**