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To All Members of the EATH Committee:

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

cc. All Other Town Councillors

Town Council Staff: Dawn Drury, Katherine Sears, Beth Whalley
Members of the Public: Jude Cron, Nigel Williams, Ric Davison and PC James Evans

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 8th FEBRUARY 2023 at 4 p.m.**

The Agenda for the meeting appears below.

Signed on 1st February 2023.
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. APOLOGIES FOR ABSENCE

To receive apologies for absence

2. DECLARATIONS OF INTEREST

To receive any Declarations of Interest under Keynsham Town Council's Code of Conduct (adopted on 16th April 2019) issued in accordance with the Localism Act 2011 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, SI No. 1464 and as per Standing Order 3(v).

3. DISPENSATIONS

In accordance with Standing Order 13, to consider any requests for dispensations (for disclosable pecuniary interests) prior to the item(s) being discussed, that Members may only become aware of during the meeting itself and to receive any disclosures of decisions as per item 7 of Keynsham Town Council's Dispensations Policy and Procedure Guide.

RECOMMENDATION: To receive requests for dispensations (for disclosable pecuniary interests) prior to an individual item(s) being discussed, that Members may only become aware of during the meeting itself.

4. PUBLIC PARTICIPATION

In accordance with Standing Order 3(e)(ii), Members of the Public will have the opportunity to ask the Chairman any question concerning, or make observations upon, the business of the Council, at the start of the meeting, provided notice of the question along with the name and address of the member of public has been given to the Town Clerk at least four clear days before the meeting where possible, and in any case to the Chairman before the meeting. This also applies to all Committees of the Council.

5. RECORD OF PREVIOUS MEETINGS

RECOMMENDATION: That the minutes of the EATH Committee meeting held on 7th December 2022 (previously circulated) be received and noted.

6. REVIEW OF KEYNSHAM WINTER FESTIVAL 2022 BUDGET

To receive information in respect of the Winter Festival budget, a draft budget will be available at the meeting and the final budget circulated in January 2023 once all the bills have been paid.

7. SPRING SHOW 2023 DRAFT BUDGET

To receive and note the draft budget.

8. KEYNSHAM SPRING SHOW Saturday 25th March 2023

- i) Schedule of classes and categories
- ii) Marketing
 - a. Programme
 - b. Banners – to decide on number of banners to order and supplier, information will be provided at the meeting.
 - c. Farmer’s Market
- iii) Stalls
- iv) On the day workshops
- v) Bunny Trail
- vi) Colouring Competition

To receive and note updates on the above.

9. WARM SPACES

To receive a verbal update on the Warm Spaces initiative.

10. CORONATION EVENT

- i) Entertainment
- ii) Commemorative Mugs
- iii) Stalls
- iv) Games/Children’s races
- v) Bands/Music

To receive and note the verbal update on the above.

11. DATE OF NEXT MEETING

RECOMMENDATION:

To note that the next meeting of this Committee will be held on **WEDNESDAY 8th MARCH 2023 at 4.00 p.m.** in the **Town Council office.**