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To All Members of the EATH Committee:

Keynsham Town Councillors: Adrian Beaumont, Dave Biddleston (CHAIR), Caitlin Brennan, Martin Burton, Alan Greenfield, Hal MacFie & Chris Davis

cc. All Other Town Councillors

Town Council Staff: Katherine Sears (Deputy Town Clerk)
Members of the Public: Jude Cron, Ric Davison, Rev'd Anika Gardiner

Dear Members of the EATH Committee

You are requested to attend the Events, Arts, Tourism and Heritage Committee meeting to be held in the **TOWN COUNCIL OFFICE, 15-17 TEMPLE STREET, KEYNSHAM, on WEDNESDAY 6th December 2023 at 4 p.m.**

The Agenda for the meeting appears below.

Signed on 1st Dec 2023.
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 and accept any 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 8th November 2023 (previously circulated) be signed by the Chairman.

6. KEYNSHAM WINTER FESTIVAL 24th NOVEMBER 2023 - DRAFT BUDGET SHEET (attached)

RECOMMENDATION:

To receive and note the Draft Budget Sheet.

7. KEYNSHAM WINTER FESTIVAL 24th NOVEMBER 2023 – WRAP UP

RECOMMENDATION:

- (i) To receive an update on this event.
- (ii) To receive feedback from Councillors.

8. KEYNSHAM'S BIG PICNIC

RECOMMENDATION:

- i) To decide on a date.
- ii) To decide on a budget.
- iii) To discuss ideas for entertainment, games and activities.

9. CHARITY AND COMMUNITY GROUP FORUM

RECOMMENDATION:

To review the draft correspondence Cllr Burton has written. (attached).

10. SPRING SHOW MARCH 23rd 2024 - DRAFT BUDGET (attached)

RECOMMENDATION:

- i) To receive and note the budget sheet.
- ii) To decide if Council staff wages for the event day should be included in the event budget.

11. CHAIRMAN'S RECEPTION

To note that the Chairman's Reception is arranged for Monday 18th December, 5.00pm - 6:30 pm at MakeSpace. All Councillors and staff are invited to join the Chairman at this event.

12. GREENER CHRISTMAS

Event being held by the Climate Hub Bath with support from KTC on Saturday 9th December, 11am-3.00pm at MakeSpace.

KTC has requested a stall at the Farmer's Market this day to help promote the event.

RECOMMENDATION:

Confirm if any Councillors can help with this stall.

13. DATE OF NEXT MEETING

RECOMMENDATION:

To note that the next meeting of this Committee will be held on **WEDNESDAY 10th JANUARY 2024 at 4.00 p.m. in the Town Council Office.**