



# Thattham Town Council

## Members of the Events Committee

Councillor Suzanne Adamantos (Chairman)  
Councillor John Boyd  
Councillor Mike Cole  
Councillor Lee Dillon  
Councillor Mark Lillycrop  
Councillor Dave Lunn  
Councillor Jay Lunn  
Councillor Petra Pemberton (Vice-Chairman)  
Councillor Ben Schiffer-Harte  
Councillor Stephanie Steevenson

Town Clerk: Ms Mel Taylor

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30<sup>th</sup> October 2024

Notice is hereby invited to attend a meeting of the **Events Committee** to be held on **Monday 4<sup>th</sup> November 2024 at 19:00hrs** in the **Thattham Town Council Chamber, Brownsfield Road, Thattham** for the purpose of transacting the following business.

Yours sincerely,

Mel Taylor  
Town Clerk

## AGENDA

### 1. APOLOGIES FOR ABSENCE

To receive apologies for absence.

### 2. DECLARATIONS OF INTEREST

To receive from Members, in respect of any items included on the agenda for this meeting, declaration of any personal, disclosable pecuniary or other interests in line with the Town Council's Code of Conduct.

### 3. MINUTES

- a) To take as read and confirm as accurate the Minutes of the meeting held on 10<sup>th</sup> June 2024.
- b) For the Events Manager to provide, and for Members to request, feedback on any matters arising from the previous meetings.

### 4. EVENTS WORKING PARTY

To receive and consider adoption of the minutes of the Events Working Party meetings held on 12<sup>th</sup> August and 25<sup>th</sup> September 2024

### 5. HERITAGE WORKING PARTY

To receive and consider adoption of the minutes of the Heritage Working Party meetings held on 6<sup>th</sup> August 2024.

### 6. BUDGET REVIEW 2024/25



To note income and expenditure for Event cost centres for the financial year to date 2024/25.

**7. FAMILY FUN DAY 2024/2025**

To note points raised by Events Working Party (**EVWP/2024/20**) regarding planning of 2025 Family Fun Day. Note that underspend for Fun Day 2024, of up to £2,200, has been approved by F&GP for investment in the additional equipment identified for future Fun Days to be spent in this financial year. (**FGP/2024/36**)

**8. KIDS FEST 2024**

To note points raised by Events Working Party (**EVWP/2024/21**) regarding submitted report

**9. THATCHAM FESTIVAL 2024**

Members to note that a fuller review of Thatcham Festival is being compiled which will cover attendance numbers and event feedback including questionnaire report and financial reconciliation of costs and income. A financial statement from Ticket Pass is attached in appendix 1, note that this is still to be reconciled by Accounts and does not include income from other sources. (*for Members view only*) being reviewed. Budgeted ticket income is £3,000. Ticket Pass income after admin and service fees £2,709.95.

**10. REMEMBRANCE SUNDAY 2024**

Members to note dates of Sunday November 10<sup>th</sup> with Parade to start from Kingsland's Car Park at 10.30am and Armistice Day , Monday November 11<sup>th</sup> with a service at Memorial Gardens at 11.00am followed by refreshments for all those attending. Members to also note Events Working Party item (EVWP/2024/25) regarding request from Thatcham Memorial Foundation. Further information available from Events Manager on this.

**11. WARMING UP FOR CHRISTMAS 2024**

Members to note event plans are ongoing and an update was supplied at last Events Working Party (**EVWP/2024/23**). Note additional funds for content of £800 approved by F&GP, (**FGP/2024/36**).