



# Stanley Town Council

## NOTICE OF MEETING

I hereby give notice that a meeting of the Communications and Events Committee of Stanley Town Council will be held on Tuesday, the 4th October 2016 at 6.30pm at Stanley Civic Hall, Front Street, Stanley, Co. Durham, DH9 0NA.

### TO ALL MEMBERS of STANLEY TOWN COUNCIL COMMUNICATIONS AND EVENTS COMMITTEE

D Mills (Chair)  
D Walker

M Wilkinson  
R Ferris

C Bell  
D McMahon

D Tully  
J Nicholson\*

R Harrison  
W Nixon\*

\*ex-officio

You are hereby summoned to attend a meeting of the **Communications and Events Committee** of **Stanley Town Council** to be held in **Stanley Civic Hall, Front Street, Stanley**, on **Tuesday the 4th October 2016 at 18.30** in order to transact the following business:

Yours sincerely,

**Alan Shaw**  
**Town Clerk**  
**29th September 2016**

Please turn off all mobile phones or set to silent mode  
Please refer to the Policy for recording proceedings

## A G E N D A

### 1 APOLOGIES FOR ABSENCE

To **RECEIVE** any apologies and reasons for absence.

### 2 DECLARATIONS OF INTEREST

Members are invited to **DECLARE** disclosable pecuniary interests and other interests, along with the nature of those interests, in relation to any item on this agenda.

### 3 PROCEDURAL AND APPROPRIATE ANNOUNCEMENTS FROM THE CHAIR

To **RECEIVE** announcements from the Chair or Town Clerk.

### 4 PUBLIC PARTICIPATION

An adjournment will be allowed at the direction of the Chairman to allow for public comment and response in relation to items on this agenda or to consider written questions from the public submitted in advance of the meeting (*Individuals will be permitted a maximum of three minutes each. Total time for this session is limited to fifteen minutes*).

### 5 CONFIRMATION OF MINUTES (ATTACHMENT A)

To **APPROVE** as a correct record and sign the minutes of the Communications and Events Committee meeting held on 7th June 2016.

### 6 REVIEW OF SUMMER EVENTS

Committee is requested to **REVIEW** the following events which were staged since the last meeting:

- Brass Festival
- Stanley Fringe
- Armed Forces Day
- Play in the Park Days
- Community Fun Days
- Moria Con 2

### 7 CHRISTMAS EVENTS UPDATE

Members to receive an update on plans for Christmas Events

### 8 2017/18 EVENTS (ATTACHMENT B)

The Clerk has attached a breakdown of the events budgeted for in the current year.

- (i) Committee is requested to **CONSIDER** which events should be held again in 2017/18 and make **RECOMMENDATIONS** to Full Council about which events should be held and the level of budget that should be allocated in each case.
- (ii) Open Session: Members of Council and the Public are invited to put forward suggestions for events and activities to be provided or funded by Stanley Town Council in 2017/18.

*Suggestions already received:*

Local History Project	(Cllr Ron Harrison)	
Theatre School	(Civic Hall Events Manager)	(ATTACHMENT C)
Alun Armstrong Players	(Civic Hall Events Manager)	(ATTACHMENT D)

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10 **CIVIC HALL**

**(ATTACHMENT E)**

The Schedule of fees and charges for the Civic Hall should be reviewed annually. The Civic Hall Events Manager has prepared a proposed Schedule of Fees and Charges for the year 2017/18.

Committee is requested to **CONSIDER** this matter and make **RECCOMENDATIONS** to Council.

11 **DATE, TIME AND VENUE OF NEXT MEETING**

Tuesday, 10th January 2017, 18.30 at the Civic Hall

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*In accordance with the Public Bodies (Admission to Meetings) Act 1960, members of the public and press are welcome to attend the meeting. Members of the public will only be permitted to speak at the beginning of the meeting during Public Question Time.*