

CLAYTON-LE-WOODS PARISH COUNCIL

EVENTS AND ASSETS COMMITTEE MEETING WEDNESDAY 16th SEPTEMBER 2026 AT 6.30PM AT PARISH COUNCIL MEETING ROOM AGENDA

- 1. APOLOGIES**
- 2. DECLARATION OF INTEREST**
- 3. ELECTION OF CHAIR**
- 4. TO APPROVE THE MINUTES OF THE EVENTS AND ASSETS COMMITTEE MEETING HELD ON WEDNESDAY 11TH MARCH 2026**
- 5. MATTERS ARISING**
- 6. REVIEW OF TERMS OF REFERENCE**
- 7. SUMMER FAIR**
 1. Review Session Notes and Action Plan
 2. Budget
 3. Summer Fair Date for 2027 for approval (Sat 26th June 2027) wk. after Leyland Festival
 4. Plan of Action for Stalls Sponsorship and Venue
- 8. SENIOR MEAL 2026**
 1. Review
 2. Budget/Warm Space Grant
 3. Allocation of Meal and Numbers and Setting Date
- 9. NEWSLETTER UPDATE**
 1. Review
 2. Budget
 3. Plan of Action
- 10. CHRISTMAS EVENT/TREE UPDATE**
 1. Review
 2. Budget
 3. Book Lord Nelson
 - 4.. Acts Booked/Father Christmas Brass Band
 5. Tree and Lighting Contracts
 6. Installation
 7. Volunteers/Road Safety
- 11. DATE OF NEXT MEETING**

Scheduled for Wednesday 14th October 2026 at 6.30pm