



**TO: ALL MEMBERS  
OF THE COUNCIL**

Ref: NH/LM/ESUB

Date: 10<sup>th</sup> January 2024

Dear Councillor,

In accordance with the provisions of the Local Government Act 1972 you are summoned to attend a meeting of the **EVENTS SUB-COMMITTEE** to be held at Newton's Place, 43 Wolborough Street, Newton Abbot on **WEDNESDAY 17<sup>th</sup> JANUARY 2024** at 7.00 p.m.

Yours sincerely

*Natalie Hicks*

*for*

Philip Rowe, Town Clerk.

## **AGENDA**

### **PART A – GENERAL SUB-COMMITTEE BUSINESS**

#### **1. APOLOGIES FOR ABSENCE**

To receive apologies and approve reasons for absence.

*Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Town Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are accepted.*

#### **2. INTERESTS TO BE DECLARED**

In accordance with the Code of Conduct, Members are invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have in items to be considered at this meeting.

#### **3. MINUTES**

To agree as a correct record the minutes of the meeting of the Events Sub-Committee held on 27<sup>th</sup> September 2023.

#### **APPENDIX A**

**Town Clerk: P.A. Rowe**

Newton's Place, 43 Wolborough Street, Newton Abbot, Devon TQ12 1JQ

Tel: 01626 201 120 Fax: 01626 369 674 [info@newtonabbot-tc.gov.uk](mailto:info@newtonabbot-tc.gov.uk) [www.newtonabbot-tc.gov.uk](http://www.newtonabbot-tc.gov.uk)

4. **PUBLIC PARTICIPATION** (7:00 – 7:15 p.m.)

The Committee sets aside, a short period at the commencement of the meeting when the public can ask questions or make statements in accordance with the rules of public participation as contained at the end of this agenda.

**PART B – ITEMS FOR DECISION**

5. **PARTY IN THE PARK EVENT WITH NEWTON ABBOT ROTARY**

Working party and representatives from NA Rotary to report outcome from working party meeting 12/01/24.

6. **EVENTS UPDATE**

a) To receive a verbal update from the Events Co-ordinator and Town Development Manager on the Christmas 2023 events.

b) To receive an update from the Events Co-ordinator on the progress of 2024 events so far.

7. **BAND CONCERTS 2024**

To note band concerts booked for the year. **APPENDIX B**

8. **INCOME & EXPENDITURE**

Events Sub-Committee Income and Expenditure Report for the period 1<sup>st</sup> April 2023 to 31<sup>st</sup> December 2023. **APPENDIX C**

**PART C – ITEMS FOR INFORMATION ONLY**

9. **LATE CORRESPONDENCE (IF ANY)**

Details will be tabled and will be for information only.

10. **DATE OF NEXT MEETING**

Wednesday 10<sup>th</sup> April 2024.

**DISTRIBUTION**

All Members of the Council  
Representatives of the local press  
Nigel Canham, Communications Advisor  
Sally Henly, Town Development Manager  
Public Noticeboards

Town Clerk: P.A. Rowe

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# **RULES FOR PUBLIC PARTICIPATION AT MEETINGS OF NEWTON ABBOT TOWN COUNCIL AND ITS COMMITTEES/SUB-COMMITTEES**

The Council will set aside a short period at the commencement of each meeting when members of the public can ask questions or make statements.

Should an individual or representative of a group or body wish to address Members of the Council the following rules are to be followed: -

## **1. General**

Members of the public may ask questions or make statements at ordinary meetings of the Council and its Committees and Sub-Committees. If an informal group have a common interest, one of their number is to be identified to speak on behalf of the whole.

## **2. Order**

Questions/statements will be asked in the order notice of them was received, except that the Chairman may group together similar questions.

## **3. Notice**

A question or statement may only be taken if notice has been given by delivering it in writing or by electronic mail to the Clerk no later than 48 hours before the day of the meeting.

## **4. Number**

At any one meeting no person may submit more than one question/statement.

## **5. Scope**

The Clerk may reject a question/statement if it:

- is not about a matter for which the local authority has a responsibility or which affects the Town of Newton Abbot;
- is defamatory, frivolous or offensive; • is substantially the same as a question which has been put at a meeting of the Council in the past six months; or • requires the disclosure of confidential information.

## **6. Speaking at the meeting**

The Chairman will invite the individual to put the question/statement to the Meeting. If a questioner who has submitted a written question is unable to be present, they may ask the Chairman or Clerk to put the question on their behalf.

## **7. Supplemental question**

A questioner who has put a question in person may also put one supplementary question without notice. A supplementary question must arise directly out of the original question or the reply. The Chairman may reject a supplementary question on any of the grounds in Rule 5 above.

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