

Hetton Town Council

The Hetton Centre
Welfare Road
Hetton le Hole
DH4 9NE

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30 August 2018

To: Members of Events and Special Activities Committee

Dear Councillor

Notice of Meeting

You are summoned to attend a meeting of the Events and Special Activities Committee of Hetton Town Council to be held in the Hetton Centre, Welfare Road, Hetton-le-Hole on Thursday 6 September at 18.00 hrs at which it is proposed to consider and transact the following business:

Members of the public and press are welcome to attend.

Agenda

- 1) Apologies for absence: Committee to receive and consider any apologies.
- 2) To record Declarations of Interest from Members for any items on the Agenda.
- 3) Public participation:
Questions to be taken from members of the public in line with the Council's Public Participation policy.
- 4) Commemorative Centenary of WW1 Concert - Saturday 10 November 2018:

Committee to consider:

Event objectives, format, timetable for delivery and logistics;

Assessment and allocation of the physical, human and financial resources required;

and,

Success criteria and approach to event evaluation.
- 5) Remembrance Sunday Commemoration - 11 November 2018:

Committee to consider the scope and extent of Town Council involvement.

Graeme Keedy
Town Clerk
Hetton Town Council