

**Notice of Events Committee meeting to be held on
Tuesday 7th July 2026, 7pm in the Council Chamber,
Diamond Jubilee Lodge, Wood View Road, Hellesdon, Norwich NR6 5QB**

Committee Members are summoned to attend for the purpose of transacting the following business.

The Openness of Local Government Bodies Regulations 2014

Under the above regulations, any person may take photographs, film and audio-record the proceedings and report on all public meetings. If you do not wish to be filmed / recorded, please notify an officer prior to the start of the meeting.

The Council has a Policy, a copy of which will be displayed outside the Council Chamber or other meeting room as appropriate and is available on request.

AGENDA

1. Apologies and acceptance for absence

2. Declarations of Interest and Dispensations

In accordance with Section 31 of the Localism Act 2011 & the adopted Code of Conduct members should declare any disclosable pecuniary interests, non-disclosable pecuniary interests and non-pecuniary interests in **any item(s) on the agenda**.

(In the case of disclosable and non-disclosable pecuniary interests the member must withdraw from the meeting room immediately after making representations, answering questions or giving evidence – ***Please contact the office should any item need clarification***)

Clerk to report any written requests for dispensation in respect of items on this agenda.

3. Public Participation

Members of the public are invited to speak and are **only** permitted to speak at this point in the meeting. (Public participation shall be in accordance with Standing Orders and shall not exceed 15 minutes unless such time is extended by the Chairman).

4. To approve the minutes of the meeting held on 10th June 2026 as a true and accurate record.

5. Summer Fayre review, evaluate and identify key learnings.

- a) Review of event outcomes and attendance
- b) Reflections of what worked well.
- c) Identification of areas for improvement.
- d) Considerations for future event planning.

6. Review of 2026/2027 Events Calendar

- a) Senior Christmas Party
- b) Christmas Carols and Market /Stall Event
- c) Community Hearts Awards.

7. To agree the date time and venue of the next meeting

Jonathan Hall
Parish Clerk & Responsible Financial Officer

Dated 01/07/2026