

Elloughton cum Brough Town Council  
60 Welton Road, Brough, HU15 1BH  
**Write to:** PO Box 124, Brough, HU15 1YH  
**Telephone:** 01482 665600



5<sup>th</sup> May 2022

Dear Councillor

You are hereby summoned to attend an Events and Publicity Meeting of Elloughton cum Brough Town Council to be held in the Meeting Room, Petuaria Community Centre, Brough, HU15 1DF **on Tuesday 10<sup>th</sup> May 2022 at 6pm.**

**Due to ongoing COVID-19 pandemic, while no longer a legal requirement, wearing of masks and social distancing is still strongly recommended in public spaces and when mixing in larger groups, to protect those around you**

A handwritten signature in black ink, appearing to read "P Beverley".

**Philippa Beverley**  
**Town Clerk at Elloughton cum Brough Town Council**

**Public Forum** – The Public Forum will commence at 6.00pm. The period of time designated for public participation shall not exceed 15 minutes. Each member of the public may only speak once and for no longer than 3 minutes.

## **AGENDA**

1. **To accept apologies.**
2. **To accept Declarations of Interests relating to items on the agenda.**
3. **To confirm as a correct record the Minutes of an Events and Publicity meeting the Committee held on 8<sup>th</sup> March 2022.**
4. **To receive feedback on Queens Green Canopy tree planting, Mother's Day Colouring Competition, Great British Spring Clean and Easter Egg Hunt.**
5. **To receive verbal update and information on Sun Flower Competition.**
6. **To receive verbal update on Local and Community History Month.**
7. **To receive verbal update on Queens Platinum Jubilee Celebrations and to approve any required next steps.**
8. **To receive verbal proposal on Fairy Trail Event and approve location, date and costing for Fairy Doors.**
9. **To receive verbal update on Christmas Light Switch on and approve any next steps.**
10. **To approve the purchase of navy table cloth for future events at a cost of £17.98.**
11. **To approve the purchase of branded table runner for future events at a cost of £35.40.**
12. **To consider and approve the purchase of a gazebo for all future events.**
13. **To consider and approve first aid staff training, quotes to be presented in meeting.**
14. **To consider and approve quotes for First Aid providers for Queens Jubilee.**
15. **To consider and approve the cost of gas canister to light beacon at Queens jubilee event.**
16. **To consider and approve advert costs for Petuaria Press.**
17. **To approve a format and budget for the printing of the next issue of the Petuaria Press.**
18. **To note the next Events Meeting is to be held at 6.00pm on Tuesday 12<sup>th</sup> July 2022, to be held in the Meeting Room, Petuaria Community Centre, Brough.**