



BRETTON PARISH COUNCIL

Chairperson

Councillor Catherine Lee
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Bretton
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Clerk to the Council

Bernard Champness
Parish Offices
Unit 2, Pyramid Centre
Bretton Peterborough
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04 September 2019

To all Councillors & Committee members

Dear Councillor/Member

You are hereby summoned to attend a meeting of the Bretton Parish Council Festival Committee, which will be held on **Wednesday 11th September 2019 at Unit 2, Pyramid Shopping Centre, Bretton starting at 17.45**. The Agenda for the meeting is detailed below. Please be seated by 17.40 so a prompt start can be made

If you are unable to attend this meeting, please let me know by 5 p.m the day before the meeting unless it is an emergency. Would you also note that even if the reason for your non-attendance is valid it might not still be accepted by Council?

Yours Sincerely

B M Champness

Bernard Champness
Clerk to Bretton Parish Council

Open Forum

1. **To appoint a Chairperson**
2. **To appoint a Vice Chairperson**
3. **Apologies for absence**
4. **Declaration of Interest** – To receive Declarations of Disclosable Pecuniary and Other Interests, as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda item
5. **To appoint non-parish councillors onto the committee**
6. **To approve the minutes of the meeting on the 16th July 2019 (BCF 18-07)**
7. **To agree the dates when the committee should meet during the forthcoming year.**
8. **To agree the date of when the festival should take place in 2020**
9. **To discuss what stalls, rides and other attractions we should have for the festival and if appropriate to organise bookings**
10. **To consider the amount we should ask to be included in the Precept for 2020/21**
11. **To appoint working parties/committee members to carry out specific jobs**
12. **Correspondence**
13. **Any Other Business** - Reminder by Law – information exchange only no decisions can be made
14. **The date of the next meeting – to be held on Wednesday 9th October 2019 at 17.45 p.m. at the Parish Offices, Unit 2 Pyramid Shopping Centre, Bretton**

Cut off time for the meeting is 19.00.
Further information can be obtained from the Clerk using the details above