

**Notes of the meeting of the Sevenoaks Town Partnership Events Committee
held on 25th October 2016 at 7 p.m.
at the Sevenoaks Town Council Chamber**

Present:

Cllr Maxine Chakowa (Chairman)	Sevenoaks Town Council
Bonnie Tarling	Sevenoaks Town Council
Linda Larter	Sevenoaks Town Council
Ray Russell	Sevenoaks Summer Festival
Glenn Ball	Sevenoaks Architect
John Levett	Sevenoaks Summer Festival
Steph Harrison	Breast Cancer Care
Clive Andrews	Bligh's
Duncan Philip	Hospice in the Weald
Michele MacDonald	Sevenoaks Town Council

Apologies for Absence:

Neil Jackson

Before the meeting a presentation was received from David Palmer regarding security at events. For a copy of the presentation or to discuss matters further with David please contact the Town Council Office.

All agreed that the presentation had been most informative and the Chairman thanked Mr Palmer for giving his time to talk to the Events Committee.

1	<p>Minutes of the meeting held on 27th July 2016 The minutes from the meeting held on 27th July 2016 were received and noted.</p>	
2	<p>STP/STC (and related) Events taking place in 2016</p> <ul style="list-style-type: none"> I. Torchlight Parade 5th November. Tickets for the event will be on sale in the High Street on Saturday 29th October from 10.30-3.30. The event will take the same format as 2015. II. Remembrance Day Parade 13th November. The event will take place in the same format as 2015. All welcome to attend. III. Christmas Light Switch on at Hollybush 24th November. This will be a small event for around 1 ½ hours to switch the lights on at Hollybush and down St John's Hill. IV. Christmas Light Switch on in Town Centre 25th November. To take same format as 2015 with stage, reindeer, characters and stalls. V. Christmas Market on the Vine Gardens 9th to 11th December. Event run by Market Square 	

	Group with entertainment, food and craft stalls	
3	<p>Planned Events for 2017 A copy of the events calendar for 2017 was received and noted (copy attached).</p> <p>A request had been received from Hospice in the Weald to host a Moonlight Walk starting and ending at the Vine. It was agreed that the Town Partnership would work together with Hospice in the Weald to host this event with a date in June to be confirmed.</p> <p>A request had been received to host a Half Marathon in Sevenoaks by Run Through Events. The Town Clerk requested references from other areas that had already hosted a run and further discussion would need to take place before a decision could be made.</p>	
4	<p>Shared Resources The Town Council has a marquee, PA systems, tables and chairs that can be hired for events.</p>	

The Meeting was closed by the Chairman at 8:20 pm.

