

**STRATFORD UPON AVON TOWN COUNCIL
CIVIC, HERITAGE AND EVENTS
21 January 2025**

Members of the Civic Heritage and Events Committee are hereby summoned to this meeting.

Cllrs: Duck, Harding, Hunter, McNaught-Barrow, Petrovic, Rashwan, Rolfe and Vos

Recording of meetings by Press and the Public

Recording, filming and photography at meetings of the Council, which members of the public can attend is allowed as long as proceedings at the meeting are not disrupted. Recording is not allowed when the meeting has agreed to formally exclude the press and public due to the nature of business discussed. To minimise disturbance to others attending the meeting please switch your phone or other mobile device to silent mode. Unless agreed otherwise in advance, recording and reporting must take place from the public seating area and should be overt and focused on those speaking at the meeting, not other members of the public.

AGENDA

1. **Apologies for Absence.**
2. **Declarations of Interests** of items on the Agenda.
3. **To receive written requests for dispensation** for disclosable pecuniary interests (if any).
4. **To grant any requests for dispensation** as appropriate.
5. **Presentation:** A verbal update by Sara Aspley regarding plans by the Town Trust for commemorating VE Day on 8 May.
6. **Public Participation** of non-agenda items (subject to a time limit of 15 minutes).
7. **To Approve the Draft Minutes** of the meeting of the Civic, Heritage & Events Committee held on 5 November 2024.
8. **To Approve the Draft Notes** of the Website, Social Media and Newsletter sub-group held on 15 November and 13 December 2024
9. **To Approve the Draft Notes** of a meeting of the Market Forum group held on 18 November, 2024
- 10) **Town Clerk's Open Report**
Pages 1-4 and Appendices A, B, C, D and E

- 10.1 Remembrance Concert, Remembrance Sunday and the Christmas Lights Switch-On
- **To review the recently held Remembrance Concert, Remembrance Sunday and the Christmas Lights Switch-On.**
- 10.2 Shakespeare Birthday Celebrations 2025
- **To receive a written report from Kate Livingston regarding her preliminary ideas for additional attractions around the traditional parade on 26 April. Appendix 'A'**
- 10.3 Town Hall Room Hire Fees 2025/2026
- **To receive revised Town Hall room, hire fees, illustrated with a 5% and 10% uplift, attached as Appendices 'B' and 'C'**
- 10.4 Commemorating VE and VJ Anniversaries
- **To discuss the most appropriate way in which to commemorate VE Day and VJ Day**
 - **To determine whether to purchase an official VE Day Flag. Illustration attached as Appendix 'D'**
- 10.5 Heritage Open Days 12 - 21 September
- **To note the dates and determine whether Council wishes to participate**
- 10.6 Volunteers Reception Invitation List - Friday 25 April
- **To review the current list to update/delete as Appropriate Attached as Appendix 'E'**
- 10.7 Shakespeare Schools Week 28 March
- **To note the dates for Shakespeare Schools Week 2025.**
11. **Date of Next Meeting - Tuesday 11 March 2025 at 6:30 pm**