



**Clerk: Ms E Haskins, 40 Brantwood Crescent, Heaton, Bradford BD9 6QD  
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**Sandy Lane Parish Council  
Christmas event committee meeting  
Thursday 3 November 2011  
Held at Bethel Baptist Church, 7.30pm**

**A G E N D A**

1. To receive apologies for absence
2. To discuss the following with a view to making decisions regarding the Christmas event in the park this year:
  - To agree music arrangements for event (pianist, choir and youth groups' performances suggested);
  - 'Raise the Roof' stage providers – need to agree a site contact for the day, need to arrange a site visit before the event, and to confirm their set-up time (suggest mid-morning);
  - To agree named Stewards and First Aiders for the event;
  - To discuss the torchlight processions: purchase of lanterns/glow-sticks, to agree routes and time;
  - To make decisions upon food for the event: mince pies, mulled wine, hot chocolate, gingerbread men suggested – volunteers required to serve these;
  - To consider advertising for event, including in next newsletter and flyer;
  - Miscellaneous items.
3. To notify the clerk of matters for inclusion in the agenda of the next meeting.
4. To agree date and venue of next meeting (Monday 21 November 2011 at Bethel Baptist Church at 7.30pm suggested).

E Haskins (CLERK)