



PREESALL TOWN COUNCIL

15th September 2026

Dear Councillor,

You are hereby summoned to attend a meeting of Preesall Town Council's Civic Events and Celebrations Committee on Monday 21st September 2026 at 6.30pm at Knott End and Preesall Youth and Community Centre, Lancaster Road, Preesall.

This meeting may be being recorded by the committee, members of the public or the press.

Prior to the start of the meeting the chair will make an announcement to confirm if anyone present intends to record proceedings.

It is important to note that those intending to record do not have to indicate as such but are required to do this in a way that is not disruptive of the meeting and does not focus on the public gallery.

Members of the public participating in the meeting (e.g. making deputations, asking questions, making oral protests) should be aware that they may be filmed, recorded or reported on. If any member of the public speaking at the meeting does not wish to be recorded, they should let the chair of the meeting know. "The chair of the meeting has the discretion to terminate or suspend filming or recording, if in their opinion continuation of the filming, recording or reporting would disrupt or prejudice the proceedings, infringe the rights of any individual or may lead to the breach of a legal obligation by the council."

Alan Whalley

Assistant to the Clerk for Preesall Town Council

A G E N D A

1 Apologies for absence.

To receive apologies for absence.

2 Declaration of interests and dispensations

To receive from councillors, disclosures of pecuniary and non-pecuniary interest and dispensation requests on matters to be considered at the meeting.

3 Minutes of last meeting

Committee members are asked to consider and approve as a correct record the minutes of the meeting held on held on 27th July 2026. (emailed)

4 Public participation

When dealing with public participation there is no obligation to respond immediately to comments made.

Members of the public are reminded that only items on the agenda should be raised at the meeting. Any other items should be raised outside the meeting either with a councillor or with the clerk. The chair will ask councillors to agree to adjourn the meeting to allow non-councillors to speak and will reconvene the meeting on the conclusion of public participation.

5 Remembrance Sunday

With reference to the events action list (emailed separately) members are asked to review the actions and owners of these actions in preparation for this event on Sunday 8th November 2026. The actions are to be discussed and a full list resolved. These actions will then be reviewed regularly to ensure progress is being made and any issues are resolved in a timely manner.

6 Armistice Day

With reference to the events action list (emailed separately) members are asked to review the actions and owners of these actions in preparation for this event on Wednesday 11th November 2026. The actions are to be discussed and a full list resolved. These actions will then be reviewed regularly to ensure progress is being made and any issues are resolved in a timely manner.

7 Christmas Lights Switch On

With reference to the events action list (emailed separately) members are asked to review the actions and owners of these actions in preparation for this event on Saturday 28th November 2026. The actions are to be discussed and a full list resolved. These actions will then be reviewed regularly to ensure progress is being made and any issues are resolved in a timely manner.

8 May Day 2027

The Assistant Clerk will provide an update on any actions being progressed for this event. A new section will be inserted into the action list for this event. The Assistant Clerk will also update the committee on potential additional attractions that have been approached to get more details and the committee are asked to resolve any next steps with these attractions.

9 Review of other actions being progressed

With reference to the events action list (emailed separately) members are asked to review the other actions and owners of these actions. The actions are to be discussed and the current position resolved. These actions will then be reviewed regularly to ensure progress is being made and any issues are resolved in a timely manner.

10 Date and time of next meeting

The committee are asked to **resolve** the date and time of the next meeting.