

Our Ref: MD

09 August 2012

To: Councillors Mrs Fisher, Isaacs, Norman, Mrs Rigby, Walker MBE and Mrs Woodward

Copy: Councillor Taylor, B Cooper

Dear Councillor

You are invited to attend a meeting of the Burntwood Wakes Review Committee at the **Town Council's offices, Unit 1 Lambourne House, Bridge Cross Road, Burntwood on Tuesday 28 August 2012 at 6.00 p.m.** to consider the following business.

Yours sincerely

**Mary Danby (Mrs)
Town Clerk**

AGENDA

- 1. APOLOGIES FOR ABSENCE**
- 2. ELECTION OF COMMITTEE CHAIRMAN**
- 3. DECLARATIONS OF INTEREST**
- 4. COMMITTEE REMIT**

The Review Committee is tasked with:

- Focusing on whether the Burntwood Wakes Festival meets the town's aspirations and offers value for money.
- Proposing the way forward for the 2013 Festival and beyond.

- 5. BURNTWOOD JUBILEE FESTIVAL 2012**

To review the actions taken with regard to the cancellation of the 2012 Festival.

6. 2013 AND BEYOND

The Review Committee has been tasked to report back to the Council Meeting to be held on 05 September 2012 with regard to:

- **Type of event**

Members are requested to consider recommending to the Council that the 2013 Festival should be comprised of the entertainment, etc contained in the three day programme arranged for 2012

- **Preferred date**

- a) The Town Council has previously booked Burntwood Rugby Club for the period Friday 19 July – Sunday 21 July 2013.
- b) Members are requested to fix the date for 2014 Festival.

- **Budget parameters**

Members are requested to consider recommending to the Town Council that the budget for the 2013 Festival should remain at £40,000.