



Andover Town Council

C&E Events

Item
No.

12b

Produced for:

Full Council

Date of Report:

11th October 2023

Author of Report:

Tor Warburton, Deputy Clerk

Summary of report:

- Andover Town Council is keen to increase its visibility.
- Andover Town Council have an opportunity to have a stall at the Halloween Event in the Town Centre on 31 October 2023. Set up is 2pm. Event ends 6:30pm

Details:

It is proposed that Andover Town Council have a stall at the popular Halloween Event held in the Town Centre on 31st October 2023 from 2pm (set up) to 6:30pm. From this stall Councillors can have a presence and hand out small gifts/sweets to the participating children/families. Footfall was very good at this event last year, therefore the opportunity to increase the visibility of Andover Town Council and provide some positive PR is likely.

To make full use of this opportunity the following needs to be in place:

- 1) A volunteer to organise Andover Town Council's presence at the event.

If an organiser can be found the following will be required:

- A gazebo
- Purchase of sweets/gifts for distribution
- At least 6 Councillors on site at any one time

Recommendation:

- 1) A member to volunteer to organise Andover Town Council's presence at the event.

IF 1 is **agreed** and a volunteer found then:

- 6 members, minimum, to volunteer to oversee the stall at the event on 31st October, to include set up and take down.

IF the above is **agreed** then:

- A member to volunteer to source a Gazebo.
- Council to approve the budget of £100 for purchase of gifts/sweets.

Please note that this proposal has not had time to go to the C&E Working Group because the opportunity only arose today. Where practical it is best practice for this to go via the Working Group first.