

To agree funding for the joint SPC and Steyning for Trees Event - For Commemorative tree planting ceremony and Award function

Briefing Note

At the last Community Committee meeting we agreed the following:

*Cllr Norcross **proposed, seconded** by Cllr Goldsmith that SPC would like to co-host a reception for the Tree planting and provide refreshments as appropriate. **Agreed***

In discussions with Steyning for Trees representatives since that meeting, we have determined the preferred date and time and room availability and tree planting location, and these details have been agreed with the Lord Lieutenant of the county office and HDC. We now need to agree please that on a we pay two thirds, Steyning for Trees pays one third basis, or agree that we pay three quarters and Steyning for Tree's pays one quarter basis funds to cover the cost of Tea, Coffee, Juice, and Cake and or pastries for between approx. 40 to 70 attendees at the event to be held on the 27th November.

All SPC councillors will be invited as will members from Steyning for Trees, HDC, WSCC and other notable supporters.

We will not know numbers until the Thursday before the event itself, but I ask please that we are in a position to agree to fund up to £200 to cover all costs for catering.

The invite compiled by the Steyning for Trees reps is noted below – for your information



Steyning
Parish Council



Steyning For Trees and Steyning Parish Council
have pleasure in inviting you

to a Tree Planting by the Lord Lieutenant of the county at
Fletchers Croft, Steyning BN44 3XZ
at 2pm on Sunday 27th November 2022.

The tree has been awarded to Steyning For Trees by the late Queen's Green Canopy (Platinum Jubilee) scheme. It was displayed among the 'Tree of Trees' outside Buckingham Palace

The planting will be followed by a reception in the Steyning Centre

RSVP by Wednesday 16th November to steyningfortrees@gmail.com

