

**Sevenoaks Town Council
Annual Events**

Event	Details of Event	Dates for 2017/18	Notes	No. of Attendees	No. of Hours
Bands on the Vine	20 free concerts held on the Vine Bandstand over the summer on a Thursday or Sunday from 24th June to 31st August. * 20 band dates - Sundays (3pm - 5pm), Thursdays (6pm - 8pm).		Sevenoaks Town Council event.	0-200	2 hrs per concert
Sevenoaks Business Awards	A licensed evening event where awards are presented to local businesses.	15/09/2017	Sevenoaks Town Council event through the Sevenoaks Town Partnership.	250	7pm - 11pm
Sevenoaks Business Show	A daytime event where local businesses advertise their businesses	28/04/2017	Sevenoaks Town Council event through the Sevenoaks Town Partnership	600	10am - 2pm
Wellbeing Show	A daytime event where stands are sold to local businesses and charities to promote all aspects of wellbeing	19/05/2017	Sevenoaks Town Council event through the Sevenoaks Town Partnership	600	10am - 3pm
Summer Family Fun Days	4 Summer Family Fun Days are held throughout the summer holidays at The Vine, Hillingdon Rise, Greatness Recreation ground and Julians Meadow.	01/08/2017	Sevenoaks Town Council event	200	4 hrs (pm)
Remembrance Service	Parade down the High Street to the war memorial at the Vine. Street is closed for the parade and the memorial service.	12/11/2017	Sevenoaks Town Council event	200	2 hrs

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Christmas Lights Switch on	Held in the town centre. Akehurst Lane closed 5pm to 9:30pm. High Street, Bank Street, Dorset Street, Buckhurst Land closed 5:30-9:30pm. Last Friday night in November	24/11/2017	Sevenoaks Town Council event	5000	5 hrs
Cocktail Party		14/07/2017	Sevenoaks Town Council event for the Mayor	150	4 hrs
Quiz Night		03/02/2017 or 10/02/2017	Sevenoaks Town Council event for the Mayor	150	4 hrs
Knole Visit & Meal		19/04/2017	Sevenoaks Town Council event for the Mayor	35	5 hrs
Chevening Luncheon		10/05/2017	Sevenoaks Town Council event for the Mayor	35	4 hrs
Pink Week	To launch pink week, London Road is closed to host a street party on a Saturday in October.	07/10/2017	Sevenoaks Town Council (through the town partnership) provides volunteers and has public liability for the Pink Week Party, not the whole week.	5,000	4 hrs (pm)

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Vintage Bus	Vintage bus operates throughout the Summer. Drives in a circuit around the town starting and finishing at Knole House.	**See note below	Sevenoaks Town Council has public liability. Vehicle operated and insured with Go Coach	2,700	10am - 6pm
Fireworks and Torchlight Parade	Done in conjunction with the Round Table. High Street closed. Saturday night in November close to 5 November.	04/11/2017	Sevenoaks Town Council has public liability for the High street party. Fireworks and torchlight parade is insured by Round Table. Staff volunteers provided	7,000	4.30pm - 9.30pm
Knole Family Roadshow 2017	Free play days for children with arts and crafts	31/05/2017 & 25/10/2017	Organised and insured by National Trust Knole. Staff volunteers provided	300	3 hrs
Food Fair	Vine Gardens hosts a food fair in May	05/05/2017 - 07/05/2017	Organised and insured by Market Square Group. Sevenoaks Town Council provides staff volunteers and has public liability	5,000	10am - 8pm
Christmas Markets	Expected to run over a weekend in late November/early December in the Vine Gardens.	08/12/2017 - 10/12/2017	Organised and insured by Market Square Group. Sevenoaks Town Council provides staff volunteers and has public liability	5,000	10am - 6pm

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Moonlight Walk for Hospice in the Weald	Charity Walk	17/06/2017	Organised and insured by Hospice in the Weald. Staff volunteers provided	600	5 hrs
French Market on the Vine Gardens	3 day French Market in Vine Gardens area	14/04/2017 - 16/04/2017	Organised and insured by French Market. Sevenoaks Town Council provides staff volunteers and has public liability	5,000	9am - 5pm