



BOGNOR REGIS TOWN COUNCIL

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Dear Sir/Madam

MEETING OF THE EVENTS, PROMOTION & PUBLICITY COMMITTEE

I hereby give you Notice that a Meeting of the Events, Promotion & Publicity Committee of the Bognor Regis Town Council will be held at The Town Hall, Clarence Road, Bognor Regis at **6.30pm** on **MONDAY 14TH APRIL 2014**

All Members of the Events, Promotion & Publicity Committee are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted, as set out hereunder. An opportunity will be afforded to **Members of the Public** to put **Questions** to the Committee during an adjournment shortly after the meeting has commenced. (NOTE: Members of the public will be asked to provide their names and addresses and are encouraged to put questions in advance, in writing. Priority will be given to written questions. Questions should be restricted to the functions of this Committee.)

Refreshments will be available and any donations to the Mayor's Charity will be gratefully received.

CLERK TO THE COUNCIL

DATED THIS 8TH APRIL 2014

AGENDA AND BUSINESS

1. Chairman's Announcements and Apologies for Absence
2. Declarations of Interest
3. To approve the Minutes of the Meeting held on 17th February 2014
4. Adjournment for public question time
5. Matters Arising from the Minutes which are not separate Agenda Items
6. Update on Events programme for 2014 including reports from the Town Carnival Working Party meeting held on 28th January and 26th February
7. Update on new website - Min. 59 refers. This item will include a visual overview of the new website
8. Update on Visitor Guide – Min. 60 refers
9. Consideration of ideas from Members of the Public on promotional activities including: poster drums and Town Activity packs

10. Consideration of advertising in Coach Monthly Magazine and Yearbook for 2014/15 including offer to extend advertising deal at a cost of £599 + VAT
11. Consideration of use of unallocated 2014/2015 Promotion and Publicity Budget
12. To note correspondence
13. Date of next Meeting Monday 16th June 2014

THERE IS A LIFT AVAILABLE AT THE TOWN HALL FOR ACCESS TO THE COUNCIL CHAMBER IF REQUIRED