



# **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 16<sup>TH</sup> JUNE 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 10<sup>TH</sup> JUNE 2014**

## **AGENDA AND BUSINESS**

1. To Note the Appointment of Chairman and Vice-Chairman as agreed at the Annual Meeting
2. Chairman's Announcements and Apologies for Absence
3. Declarations of Interest
4. To approve the Minutes of the Meeting held on 14<sup>th</sup> April 2014
5. Adjournment for public question time
6. Matters Arising from the Minutes which are not separate Agenda Items
7. To consider current Terms of Reference and make any necessary recommendations on proposed changes to the Policy and Resources Committee
8. Update on Events programme for 2014
9. Update on new website - Min. 71 refers
10. Update on Newsletter – Min. 69.2 refers

11. Update on Wifi in town centre and seafront – Min. 69.1 refers
12. Consideration of Visitor Guide distribution – Min. 21 August 2013 refers - referred from Policy & Resources Committee Meeting of 9<sup>th</sup> June 2014
13. To note correspondence
14. Date of next Meeting Monday 11<sup>th</sup> August 2014

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