



# **BOGNOR REGIS TOWN COUNCIL**

TOWN CLERK: Glenna Frost, The Town Hall, Clarence Road  
Bognor Regis, West Sussex PO21 1LD  
Telephone: 01243 867744 Fax: 01243 865744  
E-mail - bognortc@bognorregis.gov.uk

Dear Sir/Madam,

## **MEETING OF THE CHRISTMAS ILLUMINATIONS SUB-COMMITTEE**

I hereby give you Notice that a Meeting of the Christmas Illuminations Sub-Committee of the Bognor Regis Town Council will be held at The Town Hall, Clarence Road, Bognor Regis at **6.30pm** on **WEDNESDAY 1<sup>ST</sup> OCTOBER 2014.**

All Members of the Sub-Committee are hereby summoned to attend for the purpose of considering and resolving upon the Business to be transacted, as set out hereunder.

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

**DATED this 24<sup>TH</sup> SEPTEMBER 2014**

**CLERK TO THE COUNCIL**

### **THE AGENDA and BUSINESS to be TRANSACTED is:**

1. Chairman's Announcements & Apologies for Absence
2. Declarations of Interest
3. To approve the Minutes of the Meeting held on 16<sup>th</sup> September 2014
4. Matters Arising from the Minutes which are not separate agenda items
5. Update on Switch-On event – Min. 22 refers
6. Update on Christmas Lights, including report from Electrical Contractor – Min. 23 refers
7. Update on Christmas Trees – Min 23 refers
8. Correspondence
9. Date of next meeting

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