



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
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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 17TH FEBRUARY 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 11TH FEBRUARY 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 9th December 2013
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 a request to re-establish a Clown event in the town
7. Consideration of Town Force hours at Events in 2014
8. Update on new website - Min.48 refers
9. Update on Visitor Guide – Min. 34 refers
10. Consideration of content and date for 2014 Town Newsletter - Min. 50 refers

11. To note correspondence
12. Date of next Meeting Monday 14th April 2014

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



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Dear Sir/Madam,

ADDITIONAL AGENDA ITEM FOR THE EVENTS PROMOTION AND PUBLICITY COMMITTEE MEETING

Please be advised that additional items will be considered as detailed below at the Events Promotion and Publicity Committee Meeting to be held at The Town Hall, Clarence Road, Bognor Regis on **MONDAY 17th FEBRUARY 2014.**

DATED this 13TH FEBRUARY 2014

CLERK TO THE COUNCIL

THE AGENDA and BUSINESS to be TRANSACTED is:

1. Consideration of setting up of the Carnival Sub-Committee