



BOGNOR REGIS TOWN COUNCIL

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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 **6.00pm** on **TUESDAY 12TH NOVEMBER 2013**

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 5TH NOVEMBER 2013

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 23rd September
4. Matters Arising from the Minutes which are not separate agenda items
5. To consider the report from the Electrical Contractor
6. Update on proposals for the 2013 Switch-on event – report from Head of Street Scene and Leisure Services
7. Update on purchase of Christmas trees
8. Correspondence

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