



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 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 21ST OCTOBER 2013**

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 15TH OCTOBER 2013

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 28th August 2013
4. Adjournment for public question time
5. Matters Arising from the Minutes which are not separate Agenda Items
6. Proposals for events in 2014, including budgets - report from Head of Street Scene & Leisure Services
7. Proposals for the 2014 Town Guide, including consideration of feedback received for 2013 Guide – Min 21 refers
8. Recommendations for future Town Newsletter – Min. 22 refers

9. Promotion & Publicity budget 2013 - 2014, including proposal that the outstanding balance be put towards the cost of the development of the Town Council's website
10. Consideration of letter received from a member of the public expressing their concern on the image of the town presented to drivers approaching from the north
11. Update on half-day Website workshop and consideration of quotes received to develop the Town Council's website - Min. 19 refers
12. Update on WiFi in the town centre, seafront and Hotham Park – including proposal from local Business – Min. 20 refers
13. To note correspondence
14. Date of next Meeting Monday 16th December 2013

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