



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 approximately **7.30pm** on **MONDAY 2ND JULY 2012**

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 26TH JUNE 2012

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 Monday 30th April 2012
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, if any
8. Update on Events Programme 2012
9. Further consideration of proposal for a Folk Festival in 2013
10. Update on possible events in 2013 – report attached

11. Update on Olympic torch relay
12. Marketing logo update
13. Consideration of Promotion and Publicity Budget, including:
 - (a) Update on 2011/2012 EMR
 - (b) Allocation of 2012/2013 budget (£3,750)
14. Town Guide update
15. Town Newsletter update
16. Chairman's Report on proposed items for consideration at future meetings
17. To note correspondence
18. Items for inclusion on JWAAC Agenda
19. Date of next Meeting Monday 20th August 2012

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