



# 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 **6.30pm** on **MONDAY 5<sup>TH</sup> DECEMBER 2011.**

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 29<sup>TH</sup> DAY OF NOVEMBER 2011**

## **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 31<sup>st</sup> October 2011
4. Adjournment for public question time
5. Matters Arising from the Minutes which are not separate Agenda Items
6. 2011 Events – to consider Report from Head of Street Scene and Leisure Services, attached
7. Events programme for 2012, including re-consideration of Folk Festival, referred from Full Council – Min. 93.1 refers. Report attached
8. Olympic torch relay – consideration of Report from Head of Street Scene and Leisure Services, attached
9. Marketing logo update – report attached
10. Town Guide update
11. Promotion and Publicity budget update

12. To note correspondence
13. To note date and time of Extraordinary Events, Promotion & Publicity Committee Meeting to consider Sponsorship and Cultural Grant Aid applications – 30<sup>th</sup> January 2012 at 6.30pm

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