



BOGNOR REGIS TOWN COUNCIL

TOWN CLERK: Kate Gill, 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 COMMITTEE

I hereby give you Notice that a Meeting of the Events Committee of the Bognor Regis Town Council will be held at The Town Hall, Clarence Road, Bognor Regis at **7.00pm** on **MONDAY 7th JANUARY 2008.**

All Members of the Events 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.)

CLERK TO THE COUNCIL

DATED THIS 2nd DAY OF JANUARY 2008

AGENDA AND BUSINESS

1. Chairman's Announcements and Apologies for Absence
2. Declarations of Interest
3. To approve Minutes of Meeting held on 13th November 2007, previously circulated
4. Adjournment for public question time
5. Matters Arising from the Minutes which are not separate Agenda Items
6. To approve Events Officer's Report and proposed budgets for 2008 Events
7. Review of budget expenditure 2007/08
8. To consider outstanding debtor for Sands of Time 2007
9. To approve allocation of Town Force hours for Events 2008 (see attached)
10. Review Officer Support for external organisations
11. To make recommendations and agree payments from 2008/09
 - (a) Events Sponsorship Budget
 - (b) Cultural Fund
12. To agree proposed dates of 2008 meetings

18 th February	1 st July	4 th November
2 nd April	12 th August	16 th December
20 th May	23 rd September	
13. To note correspondence