



BOGNOR REGIS TOWN COUNCIL

ACTING TOWN CLERK Glenna Frost, The Town Hall, Clarence Road,
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Dear Sir/Madam

MEETING OF THE PROMOTION & PUBLICITY COMMITTEE

I hereby give you Notice that a Meeting of the Promotion & Publicity Committee of the Bognor Regis Town Council will be held at The Town Hall, Clarence Road, Bognor Regis at **6.30pm** on **TUESDAY 21st SEPTEMBER 2010.**

All Members of the 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.)

CLERK TO THE COUNCIL

DATED THIS 13th DAY OF SEPTEMBER 2010

AGENDA AND BUSINESS

1. Chairman's Announcements and Apologies for Absence
2. Declarations of Interest
3. To approve Minutes of the Meeting held on 29th June 2010, previously circulated
4. Adjournment for public question time
5. Matters Arising from the Minutes which are not separate Agenda Items
6. To review the Terms of Reference, attached
7. To consider the Committee Budget for 2011/12, balance sheet attached
8. To consider a technical specification for the advertising board on Butlins perimeter fence, if available (JB)
9. Update on advertising in Seafront Shelters
10. The Town Guide 2011
11. Update on the Marketing Logo
12. Update on the Town Boundary signs
13. To consider taking part in the Community Video Program, information attached
14. Date of next meeting – Tuesday 14th December 2010