



Saxmundham Town Council

Events & Communications Committee

All members of the Events & Communications Committee are summoned to attend
a meeting

Monday 1st August 2022, pm, at the Town House, Station Approach, Saxmundham

AGENDA

1. **To elect a Chair of the Events and Communications Committee**
To receive nominations and elect a Chair of the committee for the municipal year 2022/23
2. **To elect a Vice Chair of the Events and Communications Committee**
3. **Apologies and Approvals of Absence:** To receive apologies for absence
4. **Members Declarations of Interests and Consideration of Requests for Dispensations:** Councillors to declare any Pecuniary or Non-Pecuniary Interests and consideration of any requests for dispensation. Notwithstanding this item, Members may subsequently declare an interest at any point in the meeting.
5. **Open Forum:** Members of the public may give their views on issues on this agenda, or raise issues for future consideration, at the discretion of the Chairman. They may speak for up to 3 mins and the session will last no longer than 15 minutes. Members of the public may not take part in the Council meeting itself.
6. **To determine a schedule of dates for the following events and discuss activities required:**
 - Memorial Field opening
 - Memorial Trail opening
 - Remembrance Day
 - Victorian Christmas
7. **To identify any future events for the Council and Committee to plan.**
8. **Saturday Market**
To receive an update on the Saturday Market dates and themes.
9. **Town Guide**
To discuss the preparation of an article to be included in the Town Guide.
10. **Publicity**
 - a) To agree the actions required to publicise agreed events.
 - b) To receive any update on Websites and Social Media.

K. Forster

Interim Clerk/RFO

26/7/22