



Saxmundham Town Council

Events & Communications Committee

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

Monday 5th September 2022, 2.00 pm at the Town House, Station Approach,
Saxmundham

AGENDA

1. **Apologies and Approvals of Absence:** To receive apologies for absence
2. **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.
3. **Minutes of the Last Meeting:**
To approve the minutes of the meeting 1st August 2022.
4. **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.
5. **Christmas Event 2022**
 - a) To receive a report from the Chair of the working party and authorise the planned expenditure to be passed to the RFO for processing.
 - b) To agree any other items for the Christmas Event.
6. **Christmas Event 2023**
To confirm the date for the Christmas Event 2023
7. **Memorial Field opening**
To receive a report regarding the Memorial Field opening and the launch of the Memorial Trail.
8. **Town Guide**
To receive an update on the Town Guide.
9. **Monthly Markets**
To note the planned monthly markets for remainder 2022 and 2023.
10. **Publicity**
Update from J. Palmer on usage of publicity media and methods.
To discuss the current websites for the Market Hall and the Town Council.

K. Forster

Interim Clerk/RFO



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31/08/2022