



Saxmundham Town Council

Events & Communications Committee

All members of the Events & Communications Committee are summoned to attend a meeting on Friday 2nd June 2023 at 10.00am 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 of 14th April 2023.
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. **Notice Boards**
 - Progress report
6. **To review Newsletter/ e-newsletter and planning for future editions.**
 - Annual Report
7. **To receive an update on Arts Festival**
 - Update on logistics of the event.
 - Discuss ways in which the committee will support.
 - Ceilidh
9. **To receive an update on the Christmas Fayre**
 - Project Plan development
 - Committee involvement
10. **To discuss potential other dates of events.**
11. **Communication with the Saxmundham Business Community**
 - a) Update from Town Clerk including promotion of Saxmundham

K. Bailey - Town Clerk
Saxmundham Town Council

26/05/2023