



THETFORD TOWN COUNCIL

TOWN CLERK: Maurice Howard

Council Offices
King's House
Thetford
IP24 2AP

Tel: 01842 754247

2nd July 2015

MARKETING & COMMUNICATIONS COMMITTEE

A meeting of this Committee will take place in the Council Chamber, King's House, Thetford, on **Wednesday 8th July 2015 2.00 p.m.**

Yours faithfully

Town Clerk

AGENDA

- 223/15 DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTERESTS
To receive any additional interest not already registered.
- 224/15 MINUTES
To confirm the minutes of the committee's meeting held on the 10th June 2015, received by Council on the 30th June 2015, to be confirmed as a true record and signed/initialled by the Chairman.
- 225/15 APOLOGIES FOR ABSENCE
To receive.
- 226/15 ACTION POINTS
The Chairman to review the last meetings action points.
- 227/15 BUDGET REVIEW
 - To review monthly spend.
 - To decide additional adverts required for additional events.
- 228/15 DEVELOPMENT OF A FOUR YEAR FINANCIAL STRATEGY
All committees are tasked with developing a rolling four year strategy to take the Council through to the next term to be presented to Full Council on 29th September 2015. (Spread sheet attached showing the current budget and last year's actual figures).

- 229/15 NEW TOWN COUNCIL WEBSITE
- To receive an update from the PPP&C Officer.
 - Heritage maps and signs on the website.
- 230/15 EVENTS AND EVENTS CALENDAR
- To receive an update on Thetford's Great Festival.
 - To receive an update on Heritage Open Day.
 - To discuss and decide whether to take over events and the budget from the Amenities committee.
 - To discuss any updates to the event calendar.
 - Flyers.
- 231/15 TOUR OF BRITAIN
To discuss and decide on banners and business participation.
- 232/15 TOURISM
To discuss Thetford Town Councils potential involvement for tourism in Thetford.
- 233/15 BUS INTERCHANGE
To discuss the management of advertising boards at the bus interchange.
- 234/15 LITTLE OUSE PROJECT
To receive a report from Councillor S Wright.
- 235/15 SOCIAL MEDIA/PRESS/PUBLICITY
To discuss current requirements and coverage of events.
- 236/15 ITEMS OF URGENT BUSINESS
At the discretion of the Town Clerk to table urgent business for discussion or information only. Any item is to be on an urgent operational matter.
- 237/15 PRESS RELEASES
To receive the Chairman's report for any press releases.