



**LOCAL GOVERNMENT ACT 1972**  
**NOTICE OF A MEETING OF**  
**THETFORD TOWN COUNCIL V.E.M COMMITTEE**

YOU ARE HEREBY SUMMONED to attend the V.E.M. committee meeting of Thetford Town Council which will be held in The Council Chamber, King's House, Thetford, on Wednesday 12<sup>th</sup> June 2019, starting at 1.30 p.m.

Tina Cunnell BSc (Hons)  
Town Clerk  
5<sup>th</sup> June 2019

**AGENDA**

- 81/19      **ELECTION OF COMMITTEE CHAIRMAN AND VICE CHAIRMAN FOR THE MAYORAL YEAR 2019/20**  
To receive nominations.
- 82/19      **DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTERESTS**  
To receive any additional interest not already registered.
- 83/19      **APOLOGIES FOR ABSENCE**  
To receive.
- 84/19      **MINUTES**  
To confirm the minutes of the Committee meeting held on 10<sup>th</sup> April 2019 received by Full Council on 29<sup>th</sup> April 2019, as a true record and be signed/initialled by the Committee Chairman.
- 85/19      **ACTION POINTS:**  
Review of any actions by Chair.
- 86/19      **HEALTH & SAFETY MATTERS:**
- To appoint a H&S representative for H&S matters.
  - To receive an update.
- 87/19      **VENUES WORKS SCHEDULE:**  
To receive an update from VEM Officer.
- 88/19      **REVIEW VEM PRIORITIES 2019/20:**  
To receive an update from VEM Officer.

Council Offices: The Carnegie Cage Lane, Thetford, Norfolk, IP24 2DS  
Telephone: (01842) 754247  
e-mail: [mail@thetfordtowncouncil.gov.uk](mailto:mail@thetfordtowncouncil.gov.uk)  
website: [www.thetfordtowncouncil.gov.uk](http://www.thetfordtowncouncil.gov.uk)

- 89/19**            **EVENTS**  
To update an update from VEM Officer.
- 90/19**            **REVIEW THE BUDGET:**  
To review month 2 budget.
- 91/19**            **COMMITTEE OFFICERS UPDATE**  
To receive any update from the Committee Officer since the issue of the agenda.
- 92/19**            **COMMUNITY ENGAGEMENT**  
To discuss and agree any consultation or media release required

ACTION POINTS	BY WHOM
The VEM Officer to arrange installation of Access Parking Barrier	VEM Officer
The VEM Officer to obtain quotations and arrange installation of Fire Door for Guildhall Boiler	VEM Officer

**Council Offices: The Carnegie Cage Lane, Thetford, Norfolk, IP24 2DS**  
**Telephone: (01842) 754247**  
**e-mail: [mail@thetfordtowncouncil.gov.uk](mailto:mail@thetfordtowncouncil.gov.uk)**  
**website: [www.thetfordtowncouncil.gov.uk](http://www.thetfordtowncouncil.gov.uk)**