



**LOCAL GOVERNMENT ACT 1972  
NOTICE OF A MEETING OF  
THETFORD TOWN COUNCIL VENUES AND  
COMMUNICATIONS COMMITTEE**

YOU ARE HEREBY SUMMONED TO ATTEND THE VENUES AND COMMUNICATIONS  
COMMITTEE MEETING OF THETFORD TOWN COUNCIL WHICH WILL BE HELD  
IN THE CARNEGIE, CAGE LANE, THETFORD ON WEDNESDAY 9<sup>th</sup> JUNE  
2021 STARTING AT 1.00 PM

MEMBERS OF THE PUBLIC AND REPRESENTATIVES OF THE PRESS CAN ATTEND  
THE MEETING SUBJECT TO COVID 19 RESTRICTIONS BY APPLYING TO THE TOWN  
CLERK PRIOR TO THE MEETING OR CAN VIEW BY LIVE STREAMING ON

– <https://bit.ly/ttceventsyoutube>

Tina Cunnell BSc (Hons)  
Town Clerk  
3<sup>rd</sup> June 2021

**AGENDA**

53/21	<p><b><u>ELECTION OF CHAIR OF VENUES &amp; COMMUNICATIONS COMMITTEE FOR MAYORAL YEAR 2021/22</u></b>            Decision Required: To receive nominations and approve the position of Chair of Venues &amp; Communications Committee.            Lead: V&amp;C Officer.</p>
54/21	<p><b><u>ELECTION OF THE VICE CHAIR OF VENUES &amp; COMMUNICATIONS COMMITTEE FOR MAYORAL YEAR 2021/22</u></b>            Decision Required: To receive nominations and approve the position of Vice Chair of Venues &amp; Communications Committee.            Lead: Chair.</p>
55/21	<p><b><u>DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTERESTS</u></b>            To receive any declarations of interest.</p>
56/21	<p><b><u>APOLOGIES FOR ABSENCE</u></b>            To receive apologies.</p>
57/21	<p><b><u>MINUTES</u></b>            To confirm the minutes of the Committee's meeting held on 19<sup>th</sup> May 2021 received by Full Council on 25<sup>th</sup> May 2021 be confirmed as a true record and signed/initialled by the Committee Chairman.             Decision Required: To agree the accuracy of minutes.            Lead: Minute Secretary.</p>
58/21	<p><b><u>GUILDHALL HERITAGE HUB</u></b>            To receive an update for May 2021.             Decision Required: To note update report and approve any actions required.            Lead: V&amp;C Officer.</p>

59/21	<p><b><u>MARKETING REPORT</u></b>  To provide an update for May 2021.</p> <p>Decision Required: None  Lead: Venues &amp; Hospitality Coordinator.</p>
60/21	<p><b><u>MARKET PLACE IMPROVEMENTS</u></b>  To provide an update from the recent Working Group meeting.</p> <p>Decision Required: To note report and make any recommendations to next stage.  Lead: V&amp;C Officer.</p>
61/21	<p><b><u>BUDGET REVIEW (MAY 2021)</u></b>  To receive a budget report month 2.</p> <p>Decision Required: To note the financial report.  Lead: V&amp;C Officer.</p>
62/21	<p><b><u>COMMUNITY ENGAGEMENT</u></b>  To discuss and agree any consultation or media release required.</p> <p>Decision Required: To approve any agreed communications.  Lead: Chairman.</p>
63/21	<p><b><u>COMMITTEE OFFICERS UPDATE</u></b>  To update any information since the agenda was released.</p> <p>Decision Required: None.  Lead: V&amp;C Officer.</p>