

MINUTES OF A MEETING OF THE CIVIC LINKS COMMITTEE
HELD IN THE COUNCIL CHAMBER, KING'S HOUSE, THETFORD,
ON MONDAY 16th NOVEMBER 2015 AT 10.00 a.m.

Present

Councillors:

Mrs S J Armes
C Harvey

Mrs B J Canham

Officers in attendance:

PPP&C Officer
Chris Crimmen Committee Secretary

Also present:

Janet Smith Gibbons Thetford Twinning Association

Minutes

- 643/15 DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTERESTS
None.
- 644/15 APOLOGIES FOR ABSENCE
None.
- 645/15 MINUTES
Resolved the minutes of the Committee's meeting, held on 5th October 2015, as received by Full Council on 27th October 2015, be confirmed as a true record and signed/initialled by the Chairman.
- 646/15 BUDGET REVIEW
The Chairmen reviewed 2015/16 budget proposals with a view to determining additional savings measures and income opportunities to recommend to Finance. After a discussion it was decided that the £350 increase to the budget for 2016/17 was a fair increase as the budget had remained the same for the last three years. Councillor Mrs B Canham proposed and Councillor C Harvey seconded that the Civic Links budget agreed at the meeting 5th October 2015 should not be altered.
RECOMMENDATION: The Civic Links budget agreed at the meeting 5th October 2015 should not be altered.
- 647/15 MEDIEVAL SEAL FOR CIVIC GIFTS
The Chairman reviewed the Medieval Seal that had been cast in pewter to be used as a civic gift. The quality and weight of the seal was approved by the committee. The cost of each seal was quoted at £8.35 each and it was decided to purchase 250 as there were lots of official visitors expected over the next 12 months. The PPP&C Officer will investigate the cost of a velvet presentation pouch. Councillor B Canham proposed and Councillor C Harvey that 250 Civic Seals should be purchased at a cost of £2,088.
RESOLVED: 250 Civic Seals should be purchased at a cost of £2,088.

- 648/15 THETFORD'S GREAT FESTIVAL 2016
 Janet Smith Gibbons reported that the Twinning Association had started to get expressions of interest in next year's Festival and have written to Les Ulis giving them the dates of the three weekends that span the Festival. This will give them a chance to let the Twinning Association know the dates they may be available for an official visit.
- 649/15 CIVIC LINKS POLICY
 The PPP&C Officer had been researching other councils Civic Policies, reference books and the internet to complete a proposed draft Civic Policy. She had e mailed the committee with the work she had completed so far and will send the finished proposed Civic Policy when completed.
- 650/15 MAYOR'S CADET
 The Mayor was to propose an annual award of Mayors Cadet chosen from the Towns cadet forces but unfortunately could not attend this meeting. He will report back to the committee at the next meeting.
- 651/15 ITEMS OF URGENT BUSINESS
 None.
- 652/15 PRESS RELEASES
 None.

ACTION POINT	BY WHOM	BY WHEN
To obtain a quotation for velvet presentation pouches for the Civic Seal.	PPP&C Officer	31 st December 2015