



**THETFORD TOWN COUNCIL**

TOWN CLERK: Tina Cunnell BSc (Hons)

Council Offices  
King's House  
Thetford  
IP24 2AP

Tel: 01842 754247

6<sup>th</sup> October 2016

**VENUES, EVENTS & MARKETING COMMITTEE**

A meeting of this Committee will take place in the Carnegie on **Wednesday 12<sup>th</sup> October 2016 starting at 1.00 p.m.**

Yours faithfully

Town Clerk

**AGENDA**

- 326/16      **DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTERESTS**  
To receive any additional interest not already registered.
- 327/16      **APOLOGIES FOR ABSENCE AND NEW MEMBERS**  
To receive.
- 328/16      **MINUTES**  
To confirm as the minutes of the committee meeting held on the 17<sup>th</sup> August 2016, received by Full Council on the 27<sup>th</sup> September 2016, as a true record and be signed/initialled by the Chairman.
- 329/16      **HEALTH & SAFETY**  
To receive an update from the Venues Manager.
- 330/16      **FUTURE USE OF ST PETERS**  
To agree a way forward in terms of a proposed tenant.
- 331/16      **CHRISTMAS LIGHTS SWITCH ON & WINTER WONDERLAND 2016**  
To receive update from Venues Manager.
- 332/16      **REMEMBRANCE PARADE 2016**  
To approve plans for forthcoming event.
- 333/16      **COMMUNITY COHESION EVENT**  
To discuss and agree how to progress event.

- 334/16      **EVENTS CALENDAR 2017**  
To receive approval TTC events for 2017 from Venues Manager.
- 335/16      **KING STREET BANNER PLACEMENT PROCEDURE**  
To Discuss and formalise a cost and procedure for banner placements in King Street.
- 336/16      **BRANDING & MARKETING TASK GROUP**  
To receive an update from Councillor M Robinson.
- 337/16      **DRAFT BUDGET 2017/18**  
Budget setting for 2017/18 to 2020/21.
- 338/16      **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.
- 339/16      **PRESS RELEASES**  
To receive the Chairman's report for any press releases.
- 340/16      **EXCLUSION OF PRESS AND PUBLIC**  
To consider resolving that, pursuant to the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded for any remaining items of business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed.
- 341/16      **REVIEW OF GUILDHALL LEASES**  
To discuss and agree rental value and annual payments for Guildhall leaseholders.
  - Jack Pilling Art Gallery
  - Dad's Army Museum