



THETFORD TOWN COUNCIL

TOWN CLERK: Tina Cunnell BSc (Hons)

Council Offices
King's House
Thetford
IP24 2AP

Tel: 01842 754247

8th November 2017

VENUES, EVENTS & MARKETING COMMITTEE

A meeting of this Committee will take place in the Council Chamber, Kings House, Thetford on **Wednesday 15th November 2017 starting at 1.00 p.m.**

Yours faithfully

Town Clerk

AGENDA

- 557/17 DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTERESTS
To receive any additional interest not already registered.
- 558/17 APOLOGIES FOR ABSENCE
To receive.
- 559/17 MINUTES
To confirm the minutes of the Committee meeting held on 11th October 2017, received by Full Council on 31st October 2017, as a true record and be signed/initialled by the Committee Chairman.
- 560/17 ACTION POINTS
The Chairman to review action points.
- 561/17 HEALTH & SAFETY
Update on health and safety inspections.
- 562/17 WEEKLY MARKETS
To receive update.
- 563/17 ONLINE BOOKING SYSTEM
To receive update from VEM Manager
- 564/17 EVENTS
To receive update.

- 565/17 **BUDGET REVIEW**
To receive an update from the VEM manager.
- 566/17 **VEM PRIORITIES**
- To review VEM Priorities 2017/18.
 - To consider VEM Priorities 2018/19
- 567/17 **GUILDHALL & ST. PETERS TENANTS**
To receive update
- 568/17 **HERITAGE APP**
To consider and discuss proposal.
- 569/17 **CORRESPONDENCE**
To receive and review any correspondence.
- 570/17 **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.
- 571/17 **COMMUNITY ENGAGEMENT**
To discuss and agree any consultation or media release required.