



**LOCAL GOVERNMENT ACT 1972
NOTICE OF A MEETING OF
THETFORD TOWN COUNCIL
HERITAGE AND EVENTS COMMITTEE**

**YOU ARE HEREBY SUMMONED TO ATTEND THE HERITAGE AND
EVENTS COMMITTEE MEETING OF THETFORD TOWN
COUNCIL WHICH WILL BE HELD IN THE COUNCIL CHAMBER, THE GUILDHALL,
THETFORD ON WEDNESDAY 17 JULY 2024 STARTING AT 6.00 PM.**

**MEMBERS OF THE PUBLIC AND REPRESENTATIVES OF THE PRESS
CAN ATTEND THE MEETING. THERE IS LIMITED SEATING AVAILABLE FOR THE
PUBLIC AND REPRESENTATIVES OF THE PRESS, WHICH WILL BE ALLOCATED ON A
FIRST COME FIRST SERVED BASIS. A RECORDING OF THE MEETING CAN ALSO BE
VIEWED ON <https://bit.ly/ttceventsyoutube> USUALLY WITHIN 5 WORKING DAYS AFTER
THE MEETING HAS BEEN HELD**

Alan Yorke

**Alan Yorke
Acting Town Clerk
12 July 2024**

AGENDA

161/24	<u>DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTERESTS</u> To receive any additional interest not already registered.
162/24	<u>APOLOGIES FOR ABSENCE</u> To receive.
163/24	<u>MINUTES</u> To confirm the minutes of the former Heritage and Events Committee meeting held on the 12 June 2024, which were received by Full Council on 25 June 2024, be confirmed as a true record and signed/initialled by the Chairman. Decision required: To agree the accuracy of the minutes. Lead: Committee Clerk.
164/24	<u>MAYORAL AND CIVIC EVENTS</u> To review and discuss delivered events and provide an update on those upcoming in the Mayoral / Civic calendar.

	<p>Decision required: To note the update. Leads: Chair and Committee Officer.</p>
165/24	<p><u>TOWN EVENTS 2024/25.</u> To receive and review an update on delivered and planned events. Decision required: To note the update. Leads: Chair and Committee Officer.</p>
166/24	<p><u>PARTNERSHIP EVENTS</u> To receive an update on delivered and planned Partnership Events. Decision required: To note the update. Leads: Chair and Committee Officer.</p>
167/24	<p><u>HIRED THIRD PARTY EVENTS</u> To receive an update on delivered and planned hired Third Party Events. Decision required: To note the update. Leads: Chair and Committee Officer.</p>
168/24	<p><u>REPORT ON EDUCATIONAL PROJECTS AND SCHOOL LIAISONS</u> To receive a report on past and proposed educational engagements with schools. Decision required: To note the report. Lead: Committee Officer.</p>
169/24	<p><u>FINANCIAL REPORT FOR THE PERIOD ENDED 30 JUNE 2024</u> To receive and discuss the Financial Report for the period ended 30 June 2024. Decision required: To note the Financial Report. Leads: Chair and Committee Officer.</p>
170/24	<p><u>HERITAGE MASTERPLAN</u> To review and discuss the update on the next steps action plan timeline approved by Full Council. Decision required: To agree the next steps to be taken. Lead: Chair.</p>
171/24	<p><u>CHRISTMAS LIGHTS TENDER</u> To request Committee members to adjudicate and score the Christmas Lights tender after the closing date. Decision required: To agree Committee members and timeframes who will score the tenders received. Lead: Chair.</p>
172/24	<p><u>ACTION POINTS FROM PREVIOUS MEETINGS</u> To review and update the action points brought forward from the previous Heritage and Events meeting. Decision required: To review and update the action points. Lead: Chair.</p>
173/24	<p><u>COMMUNITY ENGAGEMENT</u> To discuss and agree any consultation or media release required.</p>

	<p>Decision required: To approve any media release that is required and to specify in what format the media release should take (social media posts and/or press releases). Lead: Chair.</p>
174/24	<p><u>COMMITTEE OFFICERS UPDATE</u> To receive any update from the Committee Officer since the agenda for this meeting was issued. Decision required: To note the update. Lead: Committee Officer.</p>