

Council Offices, The Priory Centre, St Neots, Cambridgeshire, PE19 2BH
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To: Committee Members

Cllrs Pitt (Chairperson), Johnson (Deputy Chairperson) Christine Green, Sandie Giles, Speed, Caroline Green, Ferguson and Davies

Copies: County Councillors - J Wisson, S Taylor, & D Wells
District Councillors - N Johnson, D Wells, Dr P Gaskin, & K Prentice
Town Councillors (not a member of this committee)
Local Press, Town Council noticeboard and website

NOTICE IS GIVEN that a meeting of the **PROMOTION & EVENTS COMMITTEE** will be held at the **PRIORY CENTRE**, Priory Lane, St Neots, PE19 2BH on **Tuesday 3rd September 2019 at 7:15pm.**

Members of the Committee are HEREBY SUMMONED to attend to consider the following business:

Public Participation

There will be a 10 minute public participation before the meeting to allow any resident to address the Committee on any matter appearing on the agenda for this meeting.

AGENDA

1 APOLOGIES FOR ABSENCE

To receive and accept Councillor's apologies for absence.

2 DECLARATIONS OF INTEREST

To receive from Councillors declarations as to Disclosable Pecuniary Interests and/or Non Statutory Disclosable Interests along with the nature of those interests in relation to any agenda item.

3 MINUTES

To approve the minutes of the Promotion & Events committee held on 2nd July 2019 as a true and accurate record of that meeting.

Attachment 1

4 EVENT COSTINGS

To receive cost breakdowns from Officers and agree events for 2020/2021 budget.

5 ST NEOTS FARMERS MARKET WORKING GROUP

Members to receive an update on project progress and actions from the previous meeting:

- a) Site visit to market

6 WEBSITE AND SOCIAL MEDIA WORKING GROUP

Members to receive an update on project progress and actions from the previous meeting:

- a) date set for first meeting

7 RIVERBOAT WORKING GROUP

Members to receive an update on project progress and actions from the previous meeting:

- a) Promotion at the Charity Dragon Boat Race - Cllr Davies

8 SPEED AWARENESS WORKING GROUP

Members to receive an update on project progress and actions from the previous meeting:

- a) Arrange to meet with the Town Development Manager to progress the campaign - Cllr Johnson

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Ed Reilly
TOWN CLERK

**MINUTES OF THE MEETING OF THE PROMOTION & EVENTS COMMITTEE
HELD AT THE PRIORY CENTRE, ST NEOTS, PE19 2BH
ON TUESDAY 2nd July 2019**

PRESENT: Cllrs Pitt (Chair) Christine Green, Johnson, Ferguson, Speed, S Giles and Davies

IN ATTENDANCE: Deputy Town Clerk and Town Development Manager

Public Participation

None present.

6 APOLOGIES

Apologies were received from Cllr Caroline Green

7 DECLARATIONS OF INTEREST

There were none received.

8 MINUTES

It was proposed and seconded to accept the minutes of the meeting of the Promotion and Events committee held on 4th June 2019 were accepted as a true and accurate record.

RESOLVED to accept the proposal.

9 ARMED FORCES GALA WEEKEND

Members noted the report. The date for the 2020 event will be confirmed at the Armed Forces Day Committee AGM being held in September.

10 PROPOSALS FOR 2020 TOWN COUNCIL EVENTS

Members noted the dates for planned events. Cost breakdowns to be provided at next meeting for budget preparation for 2020.

11 ST NEOTS FARMERS MARKET

Members noted the report. A working group comprising of Cllrs Ferguson, Johnson and Speed working with Officers were tasked with reviewing the markets performance and ways to improve its viability.

12 WEBSITES AND SOCIAL MEDIA CHANNELS

A working group comprising of Cllrs Pitt, Ferguson and Johnson working with Officers were tasked with reviewing the Councils communication channels.

13 RIVERBOAT WORKING GROUP

It was agreed that the Charity Dragon Boat Race would be a good platform to raise awareness of the initiative to recruit volunteers. Cllrs Davies and Ferguson to work with the Town Development Manager.

14 SPEED AWARENESS WORKING GROUP

The working group to arrange a meeting with the Town Development Manager to progress plans for the campaign.

There being no further business the meeting was closed.

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Chairman

DRAFT