

**Agenda for the Public Relations and Markets Committee Meeting to be held
on Tuesday 9th January 2017 in The Cell, The Old Court House, Bridge Street at 7.30pm**

1. Election of Committee Chairman:

2. Apologies:

To receive and accept apologies for absence:

Present:

In Attendance:

Eileen A Coe (Town Clerk/RFO)

3. Declarations of Interest:

4. Public Comment:

5. Minutes of previous meeting:

To approve the minutes of the previous meeting as an accurate record

6. Town Council organised Events:

Firework Spectacular 2018:

To consider response from Kimbolton Fireworks

To consider response from Shell Shock

To agree date for November 2018

To consider costs for the following:

Floodlight on stand

Extension reels

Stewards jackets

Festoon light

To consider cost for disabled toilets with lights from Premier Toilet Hire

To consider cost for PA and audio equipment from Synergy Audio

To consider parking issues and other matters including: Music/Band/Raffle etc

Soap Box Race 2018:

Scarecrow Festival:

Cllr Hopkins and Cllr Simpson

Advertising:

To consider costs for advertising Town Council Events and Annual Newsletter

To consider costs for regular monthly updates via Framfare

7. Markets:

➤ **Tuesday Market:**

➤ **Saturday Market:**

➤ **Market pitch applications:**

➤ **Electrics:**

8. Website:

➤ **Report of meeting with website manager:**

➤ **To consider advertising slots and costs from 1st April**

➤ **Presentation to Full Council 1st February**

9. Town Council Office Matters:

Results of Christmas card competition – Cllr Clouting and the Town Clerk

10. Framlingham Signs:

Options and costs from suppliers

11. Framlingham Business Association:

➤ Report of meeting held on 20th November

➤ Town centre CCTV

To consider options and quotations received.

12. 2017/18 Action Plan:

➤ Updates

➤ Detailed and fully costed CIL funding nominations for IPC

13. New Town Guide:

14. Matters of report or items for next agenda:

15. Next meeting:

Tuesday 13th February 2018 at 7.30pm