

Framlingham Town Council

TOWN COUNCIL CHAIR:

Cllr Clive Eastwood

TOWN COUNCIL OFFICE

**10c Church Street
Framlingham
Suffolk IP13 9BH**

TELEPHONE: **01728 720183**

VISIT OUR WEBSITE:

www.framlingham.com

3rd November 2021



TOWN CLERK &
RESPONSIBLE FINANCIAL OFFICER:

Mrs Eileen A Coe

CI/LCA AICCM PSLCC

townclerk@framlingham.com

DEPUTY TOWN CLERK:

James Overbury

BA (HONS) CI/LCA

dtc@framlingham.com

MEMBERS OF THE

Communications, Events and Partnerships Committee
Cllr D Carter, Cllr M Hine, Cllr S Garrett and Cllr J Jones

You are hereby summoned to attend a **Meeting** of the **Communications, Events and Partnerships Committee**

to be held on Tuesday 9th November 2021 at 7:00pm in the Town Council Office.

for the transaction of the business on this Agenda

Public Attendance:

Members of the public and press are welcome to join the Zoom meeting and will be invited to speak under item 6 of the Agenda.

Link to Zoom meeting below:

<https://us02web.zoom.us/j/85838968978?pwd=SU0wc2VoMml5aktUYmhYbjhhdXljdz09>

Meeting ID: 858 3896 8978

Passcode: 869804

Yours Faithfully,

James Overbury
Deputy Town Clerk

**DRAFT agenda of the
COMMUNICATION EVENTS & PARTNERSHIP COMMITTEE
To be Held at 7:00pm on Tuesday 9th November 2021 in the Town Council
meeting room.**

1. APOLOGIES

2. PRESENT:

3. IN ATTENDANCE:

4. DECLARATIONS OF INTEREST

5. MINUTES OF PREVIOUS MEETING

6. PUBLIC COMMENT

7. CORRESPONDENCE

8. COMMUNICATION

8.1 Police Matters - Monthly report and meetings with Police

8.2 Current Website

8.3 Communication Plan / Admin

8.4 Calendar 2023
Update on "Then and Now" theme

8.5 Review of Policies
Media Strategy (several policies amalgamated) - Cllr Garret

8.6 Social Media - Instagram / Facebook / Next-door

8.7 News Items - to be considered for next month

9. PROJECTS

9.1 CCTV - Update

9.2 New Website
Planning & scheduling content uploads, revisions to document file
naming system - and seeking extra assistance

9.3 WiFi in Town Centre

9.3.1 People and Places

9.4 Tourist Information Service

9.5 New Noticeboard

9.6 Bus Stop Noticeboard

10. COMMUNITY & PARTNERSHIPS

10.1 FBA - Feedback from recent meetings

11. EVENTS

11.1 Xmas 2021

11.2 Queens Platinum Jubilee

11.3 Membership of the Events Sub Committee

12. CEP Budget 2022-23

12.1 Note the proposed budget plan

13. MEMBERSHIP OF THE CEP COMMITTEE

14. REVIEW OF RISK ASSESSMENTS

Christmas Tree and Christmas on the Hill (attached)

15. ACTION PLAN

16. MATTERS OF REPORT

17. ITEMS FOR NEXT AGENDA

18. The next meeting of the CEP will be at 7:00pm on Tuesday 14th December