



To:

All Members of the Tourism and Information Services Committee:

Cllrs Penhale (Chairman/Deputy Mayor), Nancarrow (Vice Chairman) Gordon (Mayor), Hogan, Nolan and Gilbert - *cc all members of the Council for information*

You are summoned to attend a meeting of The Tourism and Information Services Committee to be held on Tuesday 5 November 2019 at 5.15pm at the Town Hall. The agenda for the meeting is set out below.

A handwritten signature in blue ink, appearing to read 'C. Drake'.

Christopher Drake
Town Clerk

Date of issue: 30 October 2019

AGENDA

1. Apologies for Absence

2. Declarations of Interest

Councillors are reminded that if a councillor has a registered disclosable pecuniary interest, or a non-registerable interest, in any agenda item s/he must leave the room while that item is discussed, unless a written request for a dispensation has been received. The Council will consider those requests at this point. In exceptional circumstances the Town Clerk has delegated authority to allow a dispensation under section 8e of the Council's Standing Orders.

3. Public Representation Session

An opportunity for local residents to make representations to the Council or to ask questions relating to items on the agenda. (Please note that a maximum time of 15 minutes will be allowed for this session and there is a time constraint of 5 minutes per speaker)

4. To confirm and sign the minutes of previous meetings

To sign the minutes of the Tourism and Information Services Committee meetings held on 3 September 2019 and the extra-ordinary meeting held on 30 August 2019 as a true record (attached)

5. Financial Report

To consider the budget requirements for 2019/20 and current forecast of outturn (to follow)

6. Report from TIC Manager

To receive the 11/19 Report from the Manager

7. Saturday Markets

To consider the most effective way to manage the logistics of the October market 2020

8. Market Liaison

To consider councillor representation at the biannual meeting between TIC staff and market traders

9. Town Maps

To consider the production of a new town map(s) for use by visitors

10. Funding TIC Events

To consider parameters for the funding of TIC promoted events

11. Christmas 2019 Festivities

To receive an update of the TIC's involvement in the Christmas Festivities

12. Items to note and any urgent matters

To receive any items which the Chairman considers to be urgent (information only)

13. Date of next meeting - The next meeting is scheduled for Tuesday 7 January 2020 at 5.15pm