



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 3 March 2020 at 5.15pm at the Town Hall. The agenda for the meeting is set out below.

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

Christopher Drake
Town Clerk

Date of issue: Wednesday 26 February 2020

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 28 January 2020 (attached)

- 5. Financial Report**

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

- 6. Report from VIC Manager**

To receive the 03/20 Report from the Manager (to follow)

- 7. Saturday Markets**

Update from VIC manager of Saturday markets

- 8. Promoting the VIC**

Consider the most effective way to promote the Visitor and Information Centre and the town in general

- 9. VIC Membership 2021**

To consider parameters for VIC membership for 2021

- 10. Items to note and any urgent matters**

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

- 11. Date of next meeting** - The next meeting is scheduled for Tuesday 5 May 2020 at 5.15pm