



To:

*All Members of the Library, Arts, Business and Information Services Committee:
Cllrs Penhale (Mayor), Bailey (Deputy Mayor) Gilbert, Gordon, Nancarrow and Nolan
cc all members of the Council for information*

You are summoned to attend a meeting of the Library, Arts, Business and Information Services Committee to be held on Tuesday 6 July 2021 at 5.15pm in the Guildhall. The agenda for the meeting is set out below.

Due to the current Coronavirus safety requirements, the maximum capacity of the premises will allow for 8 members of the public to attend.

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

Christopher Drake (Town Clerk)

Date of issue: Wednesday 30 June 2021

AGENDA

- 1. Election of Chairman**
- 2. Election of Vice Chairman**
- 3. Apologies for Absence**
- 4. 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.

5. 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)

6. To confirm and sign the minutes of previous meetings

To sign the minutes of the Tourism and Information Services Committee meetings held on 4 May 2021 as a true record (attached)

7. Financial Report

To consider the budget requirements for 2021/22 and current forecast of outturn (to follow)

8. Report from TIC Manager

To receive the 07/21 Report from the Manager (to follow)

9. Exclusion of members of the press and public

To resolve that under S1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following items as it involves the likely disclosure of confidential information

10. Visitor Information Centre Website Images

To consider potential bids to provide images for the VIC website

11. Items to note and any urgent matters

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

12. Date of next meeting - The next meeting is scheduled for Tuesday 7 September 2021 at 5.15pm