

**MINUTES OF THE COMMUNICATIONS AND EVENTS COMMITTEE MEETING HELD ON**

**THURSDAY 5<sup>th</sup> NOVEMBER 2020 AT 7.00pm – REMOTELY VIA ZOOM**

Present:

Cllr. Bowman (Vice-Chair)  
Cllr. Power (Chair)  
Cllr. Alecock  
Cllr. Bristow  
Cllr. Busuttil  
Cllr. Leaman  
Cllr. Shipp

In attendance: Mr M Knight (Town Manager).

**1. APOLOGIES AND ACCEPTANCE FOR ABSENCE**

Apologies were received and accepted from Cllr. Littlechild.

**2. DECLARATIONS OF INTEREST**

Cllr. Alecock – West Suffolk District Council.  
Cllr. Shipp – West Suffolk District Council.

**3. PUBLIC PARTICIPATION**

None.

**4. TO RECEIVE APPROVAL OF MINUTES OF THE MEETING HELD ON 10<sup>th</sup> SEPTEMBER 2020 FROM THOSE MEMBERS PRESENT AT THE MEETING**

It was then **AGREED** to **APPROVE** the minutes. Proposed by Cllr. Bowman, seconded by Cllr. Shipp, all in favour.

Signed: .....

Date: .....

5. **GENERAL MATTERS**

**5.1 Update from Town Manager regarding Action Sheet**

**5.2 To receive an update regarding the Christmas celebrations**

**5.3 To discuss and approve a Community Engagement Policy**

It was **AGREED** to **RECOMMEND** this to the Establishment and Policy Committee. Proposed by Cllr. XXX, seconded by Cllr. XXX, all in favour.

**5.4 To receive the draft web statistics report**

The

**5.5 To receive an update regarding the Mildenhall Messenger**

**5.6 To approve a communications strategy encouraging regular hirers to return, when possible, to the Jubilee Centre**

The

6. **FINANCE MATTERS**

**6.1 To discuss and recommend to the Establishment and Policy Committee the budget pertaining to this committee**

The budget was then **ACCEPTED** and **RECOMMENDED** to the Establishment and Policy Committee for consideration. Proposed by Cllr. XXXX, seconded by Cllr. XXXX, all in favour.

7. **EXCHANGE OF INFORMATION**

Cllr.

8. **TO SET THE DATE AND TIME OF THE NEXT MEETING**

This was set for Thursday 4<sup>th</sup> February 2021 at 7pm.

The meeting then closed at XXXXpm.