



MILDENHALL HIGH TOWN COUNCIL

The Pavilion, Recreation Way, Mildenhall, Suffolk, IP28 7HG
Tel: 01638 713493 www.mildenhall-tc.gov.uk email: townmanager@mildenhall-tc.gov.uk
Town Manager: Mark Knight

COMMUNICATIONS AND EVENTS COMMITTEE MEETING

**Notice of meeting to be held on Thursday 12th January 2023 at 7.00pm
in the Fenland Room of The Pavilion, Recreation Way, Mildenhall, IP28 7HG
for the purpose of transacting the following business.**

AGENDA

The Openness of Local Government Bodies Regulations 2014

Under the above regulations, any person may take photographs, film and audio-record the proceedings and report on all public meetings. If you do not wish to be filmed / recorded, please notify an officer prior to the start of the meeting. The Council has a Policy, a copy of which will be displayed outside the Council Chamber or other meeting room as appropriate and is available on request

WELCOME

1. **Apologies and acceptance for absence**
2. **Declarations of Interest and Dispensations**
 - (a) In accordance with Section 31 of the Localism Act 2011 & the adopted Code of Conduct members should declare any disclosable pecuniary interests, non-disclosable pecuniary interests and non-pecuniary interests in **any item(s) on the agenda**.
(In the case of disclosable and non-disclosable pecuniary interests the member must withdraw from the meeting room immediately after making representations, answering questions or giving evidence – **Please contact the office should any item need clarification**)
 - (b) Town Manager to report any written requests for dispensation in respect of items on this agenda.
3. **Public Participation** (as permitted by Standing Order 3d & 5kxiii)

Members of the public are invited to speak and are **only** permitted to speak at this point in the meeting. (Public participation shall be in accordance with Standing Orders and shall not exceed 3 minutes per individual and 15 minutes in total unless such time is extended by the Chairman of the meeting).
4. **To receive approval of minutes of the Meeting held on 20th October 2022 from those members present at the meeting. (Paper A)**
5. **Standing Items**
 - 5.1 To receive the updated Action Sheet (**Paper B**)
 - 5.2 To receive the most recent webstats report (**Paper C**)
 - 5.3 To receive the most recent social media statistics report (**Paper D**)
 - 5.4 To gather ideas or aspirational objectives for this Committee
 - 5.5 To receive an update on the marketing plan (**Paper E**)

6. General Matters

- 6.1 Review of Merry Mildenhall
- 6.2 To discuss content for the 2nd edition of the bi-annual Council publication
- 6.3 To discuss the Community Showcase
- 6.4 To discuss the Annual Town Meeting
- 6.5 To discuss the Coronation event
- 6.6 To suggest ideas or objectives for the 2023/7 Strategic Plan

7. Exchange of information

8. Time and Venue of next Council meeting on Thursday 6th April 2023 at 7.00pm in the Fenland Room of The Pavilion.

CLOSE

Note to Members – Register of Members Interest

Should any change need to be made to your form please be reminded that this should be actioned within 28 days of the change

THE PUBLIC ARE INVITED TO ATTEND THE ABOVE MEETING

Mark Knight Town Manager

dated 6th January 2023