



Saxmundham Town Council

Members of the Events and Communications Committee are summoned to attend a meeting on Thursday 2nd May 2024 at 11:30 am at the Town House, Station Approach, Saxmundham

Agenda

1. Attendance and Apologies for Absence

2. Declaration of Interests

Councillors to declare any pecuniary interests or non-pecuniary interests and consider requests for dispensations.

3. Open Forum

Members of the public may give their views on items on this agenda or raise items for future consideration.

4. Minutes

To resolve that the minutes of the meeting held on 4th April 2024 are a true and accurate record.

5. Summer Arts Fest 2024

- a) To receive an update on the event planning and the income and expenditure account.
- b) To ratify expenditure for the delivery and removal of refuse bins.
- c) To consider postal communications to residents and businesses, affected by the street market and the performance areas, and related expenditure.
- d) To consider hiring generators to power the street market.

6. Christmas Fayre 2024

- a) To receive an update on the event planning.
- b) To review proposals for Santa's Grotto.

7. Sax Music Fest 2024

To discuss whether the Town Council wishes to have a presence at this event in the information zone.

8. VE Day 2025

To receive an update from the Community Officer regarding community stakeholder plans.

9. Saxmundham Town Council Annual Report 2024

- a) To receive an update from the Town Clerk and Community Officer on progress for writing and publishing the Annual Report.
- b) To receive a report from the Town Clerk on plans for the Annual Town Meeting.

Jess Palmer
Community Officer
25th April 2024