



# Saxmundham Town Council

Members of the Events and Communications Committee are summoned to attend a meeting on Thursday 3<sup>rd</sup> October 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 6<sup>th</sup> and 26<sup>th</sup> June 2024 are a true and accurate record.

**5. Christmas Fayre 2024**

- a) To receive an update on the event planning and the income and expenditure account.
- b) To receive an update on the performers schedule
- c) To receive an update on the market bookings

**6. Town Digital Consultancy**

To discuss amendments to the Town Council website.

**7. Sax Music Fest**

- a) To receive feedback on the 2024 event
- b) To discuss ways in which the Council could support the event in 2025

**8. The future of events in Saxmundham**

To discuss the resourcing and future of events in Saxmundham.

**9. Next Meeting**

To note the date and time of the next meeting which is scheduled for Thursday November 7<sup>th</sup> 2024 at 11:30am.

**Sharon Smith**

**Town Clerk/RFO**

**26<sup>th</sup> September 2024**