

Wellington Town Council

Town Mayor
Cllr Paul Davis



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EVENTS AND COMMUNICATIONS COMMITTEE

You are hereby summoned to attend a meeting of the above named Committee to be held on **Tuesday 25th May 2021**, commencing at 4.00pm.

Dated this 17th May 2021

Signed

Town Clerk

AGENDA

1. Welcome and Introductory Remarks
2. Committee Membership
3. Election of Chairman
4. Election of Deputy Chairman
5. Apologies for Absence
6. Declarations of interest
7. To confirm the minutes of the last meeting Tuesday 27th April 2021
8. Matters arising from those minutes:

ACTION: Caroline to book suggested schedule of the Bowring Fun Days and contact the FOBP group for volunteer help - ongoing

ACTION: Members were asked to think of alternative positions for the mural and let Caroline know, possibilities mentioned at the meeting were the Orbit and the Civic building – ongoing, hoping new tenant at old Ken Francis will agree to have them reinstated in original place

ACTION: Caroline to obtain requested Christmas contract details before a tender can be advertised - done

ACTION: After a brief discussion it was agreed that Cllr Davis would contact Caroline regarding a bulletin template and that a trial few months would go ahead limiting the document to 1 or 2 pages maximum – template needed

8. Correspondence: Urgent matter for consideration:
 - OAP event
 - Update Sounds in Square
9. Christmas lights contract and sponsorship of Christmas Tree (separate discussion needed?)
10. Social Media Analytic Report
11. The future of the Wellington Festival
12. Date and time of next meeting – Tuesday 29th June 2021

