

29th October 2018

Dear Councillor

You are summoned to a meeting of the:

Town Promotion Sub-Committee
on Monday 5th November 2018 at 5.30pm
at the Civic Centre, Sambourne Road, Warminster, BA12 8LB

Committee Membership:

Cllr Paul Batchelor (Broadway)	Cllr Nick Pitcher, Chairman (Broadway)
Cllr Sue Fraser Vice Chairman (West)	Cllr Chris Robbins (East)
Cllr Tony Nicklin (West)	

Outside representatives: Cllr Tony Jackson, Melvin Davis, Anne Francis, Muzib Rahman, Andrew Robinson, Chris Spender, Len Turner. Officers: Fiona Fox (Town Clerk) and Tom Dommett (Assistant Town Clerk).

Copied to all other members for information.

Members of the public are welcome to attend meetings of the Council and Committees, unless excluded due to the confidential nature of the business.

Yours sincerely



Fiona Fox BA (Hons) MCIPD FILCM
Town Clerk

AGENDA

- Apologies for Absence**
To receive and accept apologies, including reason for absence, from those unable to attend.
- Declarations of Interest**
To receive any declarations of interest under Warminster Town Council's Code of Conduct issued in accordance with the Localism Act 2011.

3. **Minutes**

3.1 To approve as a correct record, the minutes of the Town Promotion Sub-Committee meeting held on 3rd September 2018; copies of these minutes have been circulated and Standing Order 12.1 provides that they may therefore be taken as read.

3.2 To note any matters arising from the minutes of the Town Promotion Sub-Committee meeting held on 3rd September 2018.

4. **Chairman's Announcements**

Standing Orders will be suspended to allow for public participation.

5. **Public Participation**

To enable members of the public to address the sub-committee with an allowance of three minutes per person regarding any item on the agenda and **to receive** any petitions and deputations.

Standing Orders will be reinstated following public participation.

6. **Reports from Unitary Authority Members**

To note reports provided by members which are relevant to this sub-committee.

7. **Christmas Lights Event**

Cllr Fraser to report back to the sub-committee on all the activities planned for the event. The Christmas Lights Working Party want to encourage all local business to take part in a shop window competition and to remain open until the parade leaves the Three Horseshoes Walk. The window displays will be judged a few days before the 24th November, the winner to be announced at the Christmas lights switch on and presented with what is hoped will become an annual award.

Members to agree on how to help and encourage the town's retailers to take part in the competition and to remain open.

8. **Communications**

The members to decide on items requiring a press release and **to nominate** a speaker for any item on the agenda if required.

Minutes from this meeting will be available to all members of the public either from our website www.warminster-tc.gov.uk or by contacting us at Warminster Civic Centre.