

# FRAMLINGHAM TOWN COUNCIL

## Meeting of the Communication, Events and Partnerships Committee 7pm on Tuesday 19<sup>th</sup> September 2023

To be held at Town Council Meeting Room, 10c Church Street, Framlingham

Members of the CEP Committee:  
Cllr M Benbow, Cllr P Dean, Cllr S Garrett, Cllr M Hine,  
Cllr McDowell and Cllr C Rowell  
are hereby summoned to this meeting

### Public Attendance:

Members of the public and press are welcome to join the meeting in person or digitally via the link below. They are invited to speak during the Public Comment

*Please note this meeting may be recorded*

### Zoom Login Details:

<https://us02web.zoom.us/j/4122052322?pwd=RzVtMDRtVWJMMnRpTWhKZDJPQmN1dz09>

Meeting ID: 412 205 2322      Passcode: 096006

## Agenda

1. Chair's welcome and apologies for absence
2. Present and in attendance
3. Declarations of interest
4. To approve the Minutes of the meeting of 18<sup>th</sup> July 2023

### Public Comment

#### 5. Events

- 5.1 Christmas 2023
  - 5.1.2 Updates on plans for 8th December
  - 5.1.3 Agree actions proposed from Working Group meeting on 30<sup>th</sup> August and set a date for the next meeting
  - 5.1.4 To consider and agree any expenditure required against the relevant activity budget, subject to RFO approval and any virements as a result.
- 5.2 Feedback from latest Residents Drop-In Session on 16<sup>th</sup> September
- 5.3 Feedback from Tour of Britain visit and Town Council activities to celebrate the event

#### 6. Communication

- 6.1 Social Media update
- 6.2 Website revisions

6.3 Update on revisions to Communication & Media Policy

## **7. Projects and Partnerships**

7.1 ESTI Project - Update on Retail & Business Event Co-Ordinator, her actions to-date

7.2 Online Town Trail /Town Signs - update on project following meeting on 31<sup>st</sup> August

7.2.1 Consider the invoice received for work to date and paper, subject to contract.

7.3 2024 calendar update

7.4 Books of walks around town - consider new publication online, and print options

## **8. Consider correspondence received since the last meeting**

## **9. News items for CEP Meeting Notes**

## **10. Matters of Report**

## **11. Items to be raised at the next meeting**

## **12. Date of next meeting to be confirmed**

*L. Kirk*

**Deputy Town Clerk  
12<sup>th</sup> September 2023**