



BODMIN TOWN COUNCIL

The Council Offices
Shire House
Mount Folly Square
BODMIN
PL31 2DQ

Our Ref: SF/BB-PR.04/19

5 April 2019

Dear Councillor,

PROMOTIONS COMMITTEE MEETING – THURSDAY 11 APRIL 2019 AT 10.00 AM – SHIRE HOUSE SUITE, SHIRE HOUSE, BODMIN, PL31 2DQ

I hereby give you notice of a meeting of the above Promotions Committee to be held on Thursday 11 April 2019 at 10.00 am in the Shire House Suite, Shire House, Bodmin

Yours faithfully,

S Facer
TOWN CLERK

COMMITTEE MEMBERS

Councillors
J A Bassett
J P Cooper
J Gammon
J R Gibbs
D A Henderson
A M Kerridge
S H Kinsman – *Ex Officio*
K J Phillips
P L G Skea (Chairman)

This meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public.

Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, the Council cannot guarantee this, especially if you are speaking or taking an active role.

Person(s) wishing to record the Meeting are required to abide by the Council's Guidelines for recording, filming, broadcasting or using social media at Council meetings. These guidelines are available from the Council Offices and on the Council's website www.bodmin.gov.uk

A G E N D A

Please note that this Committee must have a quorum of three people

1. **CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES;**
2. Declarations of Interest – Members to declare interests in respect of any agenda item;
3. **PUBLIC REPRESENTATION SESSION – An opportunity for local residents to make representations or ask questions relating to items on this agenda.** (Note: a maximum of 15 minutes will be allocated for this session and there will be a time constraint of 5 minutes per speaker);
4. To consider and, if approved, adopt the Minutes of the Promotions Committee Meeting held on Thursday 21 February 2019 (copy enclosed);
5. Correspondence:
 - a. Riding & Heritage Committee – request for Bodmin Town Council support (copy letter enclosed);
 - b. Any other important item of correspondence which the Chairman considers appropriate;
6. Bodmin Information Centre – Information Officer report (copy enclosed);
7. Website, to include:
 - a. To consider a launch event for the new Town Council / Bodmin Live website;
 - b. To consider advertising of third-party accommodation on Bodmin Live and associated listing fee for services – ESO to report;
8. Local Council Award Scheme – to update on progress – Councillor D A Henderson to report;
9. BTC Community Engagement Strategy – to review and, if appropriate, make recommendations to BTC Policy Committee (minute ref POL/2019/012 refers; copy revised document to follow) – Councillor D A Henderson to report;
10. Promotions Committee Terms of Reference – to consider and agree revised document as prepared by the Executive Support Officer (copy enclosed);
11. **ITEMS CONTAINING EXEMPT INFORMATION**

To consider passing the following Resolution in respect of the items listed below:

'That the press and public be excluded from the Meeting in accordance with Section 1 of the Public Bodies (Admission to Meetings) Act 1960, for the following items of business on the grounds that they involve the likely disclosure of confidential and exempt information.'

12. Community Volunteer Awards – to review any nominations following submission deadline of 31 March 2019;
13. Any other urgent and relevant confidential item, for information, that the Chairman considers appropriate.