



# BODMIN TOWN COUNCIL

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

Our Ref: SF/BB-PR.11/19

14 November 2019

Dear Councillor,

**PROMOTIONS COMMITTEE MEETING – TUESDAY 19 NOVEMBER 2019 AT 6.30 PM –  
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 19 November 2019 at 6.30 p.m. in the Shire House Suite, Shire House, Bodmin

Yours faithfully,

S Facer  
TOWN CLERK

**COMMITTEE MEMBERS**

Councillors:  
E M Ahearn  
J A Bassett  
P Brown  
J P Cooper – *Ex Officio*  
J R Gibbs  
D A Henderson – Chairman  
K J Phillips  
P L G Skea  
Vacancy

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***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](http://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 4 July 2019 (copy enclosed);
5. To consider and, if approved, adopt the Minutes of the Special Promotions Committee Meeting held on 25 September 2019 (copy enclosed);
6. Three-year budget plan – to consider requirements from Promotions Committees prior to 2020/21 budget setting process;
7. Bodmin Information Centre – Information Assistant report (copy enclosed);
8. Tour of Britain, to include:
  - a) To confirm Grand Départ date of the race as 6 September 2020;
  - b) Any update on the technical aspects of the race;
  - c) Chairman and Vice-Chairman to update on community event planning;
9. Fly-posting – to consider current BTC Terms and Conditions for events held in Fair Park (copy template hirer letter enclosed);
10. Correspondence, to include:
  - a) St Petroc's Church Christmas Tree Festival – To endorse Bodmin Town Council participation (copy booking form enclosed);
  - b) Letter regarding VE Day 75 Celebrations (copy letter enclosed for information);
11. To consider promotional community activities prior to delivery of new Skate Park – item referred from Full Council meeting held on 18 July 2019 (minute ref C/2019/187 refers);
12. To agree date for Special Promotions Committee meeting to discuss and update Tour of Britain promotional events;
13. Christmas Carolling Event – To consider and, if appropriate, agree to authorise expenditure to support a 2019 event – Councillor D A Henderson to report;
14. Risk Management Update (copy enclosed);

## **15. 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.'

16. To consider and, if approved, adopt the Confidential Minutes of the Promotions Committee Meeting held on 4 July 2019 (copy enclosed);

17. Any other urgent and relevant confidential item, for information, that the Chairman considers appropriate.