

CROWBOROUGH TOWN COUNCIL

To all Members of the **COMMUNICATIONS and EVENTS** Committee (with copies to all other Members for information).

You are summoned to attend a meeting of the **COMMUNICATIONS and EVENTS** Committee to be held at the Town Hall, The Broadway, Crowborough on Monday 10th January 2011 at 7.30 pm when it is proposed to transact the following business:-

ALL MEETINGS ARE OPEN TO THE PUBLIC

Questions from members of the public

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

3. MINUTES

3.1 Minutes of the meeting held on 9th November 2010

3.2 Matters outstanding:

4. EVENTS – feedback on previous events

4.1 Christmas Fair 27th November 2010

Officer's report:

Despite the cold weather the turnout was very good. The 'walk around' entertainment seemed to work very well and I would like to do the same this year. Only two stall holders did not turn up and their deposit of £20.00 was donated to the Mayors charities.

4.2 Christmas Carol Service 8th December 2010

Officer's report

The number of people attending the Carol service was disappointing and holding the reception at the back of the church may not have worked as well as the usual venue.

The representatives from the local youth groups that took the readings did exceptionally well and all credit must go to Cllr Cowie who took one of the readings at the eleventh hour!

5. FUTURE EVENTS 2011

5.1 Town Conference – 10th March 2011

Officer's report:

Request for reports from Committee chairmen and Mayor sent out in December 2010. Report received from the Environment committee. Poster copy sent and posters have been requested for February.

The Police and ESCC (highways division) will be asked if a representative will attend the conference to give a brief talk and take questions from members of the public.

5.2 Montargis reception – 29th April 2011

The Twinning Association has been contacted to enquire if the reception date should be changed in view of the royal wedding.

5.3 Boundary Walk – 29th May 2011

5.4 Sussex Day – 16th June 2011

5.5 Summer Fair – 16th July 2011

6. COMMUNICATIONS

6.1. Newsletter

6.2 Update on review of website.

6.3 Postcard photographic competition

7. FINANCE

7.1 Management Accounts to 31st October 2010 (sent to Councillors 8th November 2010)

7.2 Management Accounts to 30th November 2010 (sent to Councillors 9th December 2010).

8. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN

Town Clerk
4th January 2011