



**All Town Councillors are hereby summoned to the following meeting, to be held at 6:30pm on Monday 13th November 2017 at the Market House, Castle Cary:**

Signed on behalf of the Council \_\_\_\_\_ Susan Hake, Town Clerk

**Castle Cary Town Council Marketing, Communication & Human Resources**

**Before the meeting there will be a public session to enable people to ask questions of the Council, and make comments. Questions not answered at this meeting will be answered in writing to the person asking the question, or may appear as an Agenda Item for the next meeting. Members of the public are asked to restrict their comments, and/or questions to three minutes.**

2017	<b>AGENDA</b>
<b>MCHR 41</b>	<b>Apologies for absence</b>
<b>MCHR 42</b>	<b>Declarations of personal or pecuniary interest (these must be declared BEFORE the agenda items concerned are discussed. Persons with a declared pecuniary interest must leave the meeting room when these are discussed).</b>
<b>MCHR 43</b>	<b>Exclusions of the press and public:</b> to agree any items to be dealt with after the public, including the press, have been excluded.
<b>MCHR 44</b>	<b>Confirmation of the minutes for the MCHR meeting held on Monday 25th September 2017</b>
<b>MCHR 45</b>	<b>Actions and Reports from last meeting not dealt with elsewhere on the agenda</b> Cleaning regime
<b>MCHR 46</b>	<b>Council Communications/Events</b> 46.1. Marketing & Publicity & Weddings – Update – Anna’s report circulated 46.2 Big Christmas & Switch on Saturday Update 46.3 Hand rail and Market House external signage inc i sign – Update 46.4 Projector –user instructions
<b>MCHR 47</b>	47.1 Market Day update 47.2 Market signage
<b>MCHR 48</b>	<b>LAMP update</b>
<b>MCHR 49</b>	<b>Budget Update</b>
<b>MCHR 50</b>	<b>Policy reviews</b> Circulated 51.1 General Policy, community involvement and delegation scheme.
<b>MCHR 51</b>	<b>CCTC Christmas drinks</b> 51.1 Catering Sunday 17 <sup>th</sup> December 6.30pm

<b>MCHR 52</b>	<b>Youth Matters</b> 52.1 Youth Council - Update 52.2. Youth Club update
<b>MCHR 53</b>	<b>Human Resources</b> 53.1 Training Needs for 17/18 53.2. Staffing update 53.3 Training Update
<b>MCHR 54</b>	<b>Meeting calendar 2017</b>
<b>MCHR 55</b>	<b>Local Council Award Scheme</b>
<b>MCHR 56</b>	Date of next meeting Monday 29 <sup>th</sup> Jan 2018 6.30pm