



Castle Cary Town Council

The Market House
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MEETING

All Town Councillors are hereby summoned to the following meeting, to be held at 6:30pm on Monday 23 January 2017 at the Market House, Castle Cary:

Signed on behalf of the Council _____ Susan Hake, Town Clerk

Castle Cary Town Council Promotion and Communication Committee

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.

AGENDA

2017	
PC/1	Apologies for absence
PC/2	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).
PC/3	Exclusions of the press and public: to agree any items to be dealt with after the public, including the press, have been excluded.
PC 4	Confirmation of the minutes the Promotion and Communication meeting held on Monday 14 November 2016
PC/5	Actions and Reports from last meeting not dealt with elsewhere on the agenda
PC/6	Council Communications/Events 6.1 Newsletter – copy date for next newsletter 17 January 2017 6.2 Publicity Group – update-Lara Market Publicity - update 6.3 Local Business Group – update on database 6.4 Billboards – January/February 6.5 Town Event – Regatta/Vintage Market 2017 – agree a date and an organising group 6.6 Cary Crier – update 6.7 Big Christmas and Christmas lights –working party to be agreed 6.9 Discuss banner designs and Market House external signage and agree plan of action 6.10 Discuss new format for committee and possible new name
PC 7	Social Media 7.1 Website – update. Discuss stand alone website for Market House and agree proposal to go to next full Council meeting 7.2 E-Mail addresses – update 7.3 Face book - update
PC 8	Policy Documents 8.1 Review CCTC Meeting schedule 2017

PC/9	Local and Tourist Issues 73.1 New Tourist leaflet 73.2 Welcome Pack – review folder design
PC/10	Youth Matters Update
PC/11	Weddings 12.1 Booking update 12.2 Publicity
PC/12	Confirm date of Next Meeting –