



Swaffham Town Council

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PLEASE REPLY TO: Claire Smith, Deputy Town Clerk email: deputyclerk@swaffhamtowncouncil.gov.uk

Market, Events & Tourism Committee

You are hereby summoned to a meeting of the **Market, Events & Tourism Committee** on **Monday, 20th January 2020 at 6.30pm** in the Council Chamber, Town Hall, Swaffham.

N.B. In case of non-members this agenda is for information only.

Claire Smith

Deputy Town Clerk

For information the Committee members are as follows: -

Councillors: J Skinner, K Sandle, L Beech, S Bell, S Matthews, B Holmes, I Pilcher

Non-Councillors: P Cross, F Eagle, H Eagle, K Wells

Summons issued 14th January 2020

AGENDA

1. **To receive apologies for absence**
2. **To receive declarations of interest for items included on the Agenda**

To adjourn the meeting to allow any traders or members of the public to address the Market, Events & Tourism Committee in a **PUBLIC OPEN FORUM** (Maximum of 15 minutes)
3. **To receive and agree the Minutes:** Market Events and Tourism Committee 16th December 2019
4. **To report on outstanding actions agreed at previous meetings.**
5. **To receive and consider a report from the Deputy Town Clerk regarding Market issues with input from the Market Superintendent:**
6. **To receive and consider reports from Market Trader Representatives**
 - 5.1. Saturday Market and Auction
 - 5.2. Friday market
 - 5.3. Poultry Auction
7. **To receive and consider reports on Events**
 - 7.1. Christmas Lights Event - ** to receive a final account of the event.
 - Following a written request from 6 Cllrs, to reconsider the date for the 2020 event with a view to holding it on a Friday afternoon/evening.

7.2. VE Day plans – to receive an update on arrangements to date

7.3. VJ Day 15th August – to consider plans to commemorate the day

7.4. Dads Army day – to review arrangements to date

8. To receive and consider reports on Business & Tourism Issues

9. To receive and consider late or urgent matters at the Chairman's discretion, *not included elsewhere on the agenda (prior notice must be given)*

10. To agree date for next meeting and items for a future agenda: Monday, 17th February 2020, 6.30pm