



Lewes
Town
Council

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In accordance with the statutory requirements of the Local Government Act 1972
Schedule 12 Paragraph 26 (2) [A] (Admissions to meetings) Section 1 (4)

Notice is given that an ordinary meeting of Lewes Town Council will be held in
the Yarrow Room of Lewes Town Hall
On Wednesday 31 July 2024 at 19:00

Members of the public have the right to attend unless a specific decision has been taken to
exclude them

To all Members of Lewes Town Council Communication and Engagement Committee

**You are hereby summoned to attend a meeting of the
Communication and Engagement Committee
to be held on Wednesday 31 July 2024 at 19:00 at Lewes Town Hall
in the Yarrow Room**

Meeting called by: Veronique Poutrel - Town Clerk/RFO

Signed: *V Poutrel*

Date: 24 July 2024

Agenda

1. Apologies for absence

To note any apologies for absence.

2. Declarations of Interest

To receive any Declarations of Interest, including Disclosable Pecuniary Interests (DPI) on the agenda under Lewes Town Council's Code of Conduct issued in accordance with the Localism Act 2011 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, SI No.1464.

3. Minutes

a) To approve minutes of 10 July 2024.

4. Public question time

To receive questions regarding items on this agenda. Members of the public are invited to ask questions and raise issues which are relevant and are the concern of this committee. A period of 15 minutes is allocated for this purpose. If possible, notice of intention to address the Committee should be given to the Town Clerk by noon the day before the meeting.

5. Communications and Events

- a) To receive a verbal update from relevant officers on progress relevant to this Committee.

6. Events Policy

- a) To approve the Events Policy.
- b) To approve the Events Programme for remainder of 24-25.

7. Forthcoming events

- a) To receive an update from the **Allotment Show** Task and Finish Group and agree related actions.
- b) To receive an update from the **50th Anniversary** Task and Finish Group and agree related actions.
- c) To discuss forthcoming events and agree related actions.

8. Filming and photography at our venues

- a) To delegate authority to the Town Clerk to explore the potential of filming and photography at our venues.

9. Website

- a) To note that a review of the website is being carried out and that options will be presented to the next Committee meeting.

10. To close the meeting