

Lowestoft Town Council
Meeting of Communications and Events Sub-Committee
First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE
15:00 on 11 March 2019

MINUTES

Present: Cllrs Neil Coleby, Ian Graham and Alice Taylor, Peter Lang.

In attendance: Sarah Foote (Deputy Clerk), Jo Leverett (Market and Communications for The Ness), Julie Mayo (Ormiston Denes Academy)

Public: There were no members of the public in attendance

024. Welcome

The fire evacuation procedure and public right to report were explained and the meeting was welcomed.

025. To receive and consider acceptance of apologies for absence

Apologies were received and accepted from Cllrs Pitts, Parker and Barron.

026. Declarations of Interests and dispensations- There were none.

027. Minutes of last meeting. The Minutes of the meeting held on 11 February were approved. Proposed by Cllr Coleby, seconded by Cllr Graham and agreed.

028. Public Forum - There were no members of the public in attendance.

029. The following items were brought to the Council's attention

029.1 Jo Leverett - the Marketing Officer for The Ness Project. Jo informed the committee of the events which she was planning to promoting the Ness which would encompass the environment, health and wellbeing and the arts and include artists, workshops, and photographic exhibitions. The budget was £16,500 for all events including advertising. Some events would be a trial and be handed over to LTC to continue with. Some may be one off events.

029.2 Julie Mayo from the Ormiston Denes Academy then spoke regarding plans for Holocaust Memorial Day 2020 which would be the 75th anniversary. For the 70th anniversary the usual civic event had taken place at the Railway station and then an event where all the local secondary schools contributed was held at Ormiston Denes with Civic members, invited parties such as local lady who came in on Kinder transport in attendance. Julie asked what does the Town Council want to do for 75th anniversary? It was agreed to explore a similar event concept and Julie would book the Hall at the school for Monday 27 January 2020 and further details would be considered the Holocaust Trust had set the 'theme'.

030.. To note applications received for events on Town Council land

031. To consider Annual Programme of Events. The Clerk reported on events which had been given approval.

032. To consider a draft Communications Policy. This item was deferred until after the forthcoming elections.

033. To consider development of the Town Council website. A discussion took place around how the website could be developed and the Officer time this may need.

034. Date of the next meeting - To be advised when the new Council is elected.

035. Items for the next Agenda and Close

It was noted that the Community Survey Working Group would cease to meet and surveys would become an agenda item for this committee.

036. Resolution to close the meeting to the public

There were no confidential matters for discussion. The Chair closed the meeting

Signed: XXXXXXXXXXXXXXXXXXXX