PUBLIC NOTICE

You are hereby invited to attend a Meeting of Crediton Town Council's Christmas in Crediton Committee, which will be held on **Tuesday, 3rd October 2017,** in the **Council Chamber**, Market Street, Crediton at **2.00 pm** for the purpose of transacting the following business.

In accordance with the Public Bodies (Admission to Meetings) Act 1960 members of the public are welcome to attend.

Clare Dalley (Mrs)
Town Clerk   26th September 2017

Members of the press and public requiring access to any of the documents mentioned in this agenda are asked to contact the Town Clerk (electronic links to documents are provided where available).

AGENDA

1.   **To receive and accept apologies** (Please make any apologies known to the Town Clerk)

2.   **Declarations of Interest –** To receive declarations of personal interest and disclosable pecuniary interests (DPI's) in respect of items on this agenda.

3.   **Christmas in Crediton Committee Minutes –** To approve and sign as a correct record the minutes of the Christmas in Crediton Committee Meeting held on 12th September 2017.

4.   **To discuss and review actions from the previous meeting.** (A list of actionable points will be issued with the agenda.)

5.   **To receive an update on the marketing of the event.**

6.   **To review the following and consider and agree any further actions:**
        • **road closure and traffic management plans**
        • **the Parade**
        • **the Town Square event**

7.   **To review the Event Management Plan.** (A copy of the plan will be issued with the agenda.)

8.   **To review the timed Project Plan.** (A copy of the plan will be issued with the agenda.)

9.   **To consider the lighting plan and agree any further actions.**

10. To discuss the finances for the 2017 Christmas in Crediton project.

11. To consider any other business/ideas relating to Christmas in Crediton 2017 not covered by this agenda.

12. To agree the date of the next meeting.

13. Close