

TOWN CLERK
Miss Sarah Richards

DISS TOWN COUNCIL
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Please ask for: Miss Sarah Richards
Our ref: CL (sub) 22.03.22
Date: 22nd March 2022

NOTICE OF MEETING

Dear Members of the Public and Press,

You are cordially invited to attend a meeting of the Christmas Lights Sub-Committee to be held at the Diss Youth & Community Centre on **Tuesday 22nd March at 18.30pm** to consider the business detailed below.



Town Clerk

A G E N D A

1. **Apologies**
To consider apologies for absence.
2. **Minutes**
There are no minutes from meeting held on 11th January 2022 as this was a discussion only meeting.
3. **Declarations of Interest**
To note any declarations of Members personal and/or prejudicial interests pertaining to items on the agenda (relevant to councillors only).
4. **Public Participation**
To consider a resolution under Standing Orders 3 d., e., f., g., & h. to suspend the meeting and receive comments from members of the public on items to be discussed on the agenda. (*Members of the public are entitled to speak for a maximum of three minutes*).
5. **Items of URGENT Business**
To discuss any item(s) of business which the Chairman has previously been informed of at least 24 hours before the meeting and decides should be considered as a matter of urgency (councillors are reminded that no resolutions can be made under this agenda item).
6. **List of Stalls.**
To discuss stalls for this year and fees.
7. **Entertainment**
To discuss entertainment for this year and costs.
8. **Committee members responsibilities.**
To decide on members responsibilities for this year's event.
9. **Budget.**
To discuss budget for this year and profit brought forward from last year.
10. **Member Updates**
To receive updates from committee members not reported elsewhere on this agenda.
11. **Date of Future Meeting**
To schedule the date of the next meeting.

Members:

**Suzanne Kayne (Chairman), Andrew Rackham, Robert Ludkin, Sonia Browne,
Lee Rackham, Gabrielle Pagan, Liga King and Erik Taylor (ex-officio)**