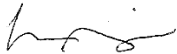


To: **ALL MEMBERS OF THE CHRISTMAS LIGHTS SUB-COMMITTEE**

Dear Members,

You are invited to attend a meeting of the Christmas Lights Sub-Committee to be held at the Diss Youth Centre on **Tuesday 21<sup>st</sup> September at 9.30am** to consider the business detailed below.



Town Clerk

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## AGENDA

1. **Apologies**  
To consider apologies for absence.
2. **Minutes**  
Members approved the minutes from the last committee meeting on 10<sup>th</sup> August 2021. (Copy details herewith)
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. **Stalls.**  
To discuss stalls attending.
7. **Entertainment**  
To discuss entertainment time slots.
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), Eric Taylor (ex-officio), Andrew Rackham, Robert Ludkin, Sonia Browne, Lee Rackham and Liga Beikerte.**