

Report No:1

Report to Full Town Council for Civic Awards and Annual Town Meeting.

1. Purpose of the report

To look into both the Civic Awards and Annual Town Meeting events.

To see if any improvements can be made to them.

Suggestions are often submitted and so I would like us to look at the proposal below.

2. Background

Each year we have to hold an Annual Town Meeting, over the past few years this has sometimes been coupled up with the annual Civic Awards, this is where our residents are recognised for their outstanding achievements by the Town Council.

3. Proposal

To form a Working Group to explore these two events and report back to full council the recommendations.

To agree Terms of Reference attached

4. Risks / Financial Cost.

There are no risk and costs in forming a Working Group apart from maybe a room hire cost.

Further cost would be outlined in any proposals put forward to the Council at a later date.

Cllr Julie Exton

10th July 2019

Terms of Reference for the Civic Awards and Annual Town Meeting Working Group

The Working Group will actively look into ways to improve / re-assess both these events, by discussions with interested parties. (Council and Non-Council)

To deliver a full recommendation and costings likely for any improvements.

The Working Group will only have these two events up for discussion. They will consider if events should stay the same or whether any improvements could be made to the next awards in April 2020.

The working Group will report back all recommendations to full council.