Castle Cary Town Council
The Market House
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NOTICE OF MARKETING AND COMMUNICATIONS COMMITTEE MEETING
All Town Councilors are hereby summoned to the following meeting, to be held at 7.00pm on Tuesday 27th May 2025 at The Market House, Castle Cary, BA7 7AH

Signed on behalf of the Council
Catrin Loxton, Marketing & Communications Administrator
Date: 27th May 2025

Before the meeting, there will be a public session to enable people to ask questions of the Committee and make comments. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda Item for the next meeting. Members of the public are asked to restrict their comments, and/or questions to three minutes.

2025

MCC01 **Apologies for Absence**

MCC02 **Declarations of interest**. Members to declare any interests they may have in agenda items that accord with the requirements of the Councils Code of Conduct, and to note the grant of dispensations made by the town clerk in relation to the business of this meeting.

MCC03 **To approve the minutes of the Marketing and Communications Committee meeting held on Monday 24th March to be signed by the Chair at a later time.**

MCC04 **To nominate and elect a Vice Chair of the Marketing and Communications Committee**

MCC05 **To review the action points from the last meeting**

MCC06 **Marketing and Communications**

a) Marketing and Communications Administrator update report
b) Update on umbrellas on the cobbles
c) To discuss arrangements for Christmas trees or alternative festive decorations in the town centre in 2025
d) To discuss funding for new Market House Project leaflet

MCC07 Events

a) Fun fair - to agree the charge for the use of Fairfield (previously £480 including VAT)
b) Update on Devito's Circus visit in July
c) Feedback on VE and Somerset Day event on Sunday 11th May 2025
d) Update on plans for the Pavilion Project Party on the Donald Pither Memorial Field proposed for Sunday 24th August 2025

MCC08 Markets

a) Report from Market Manager
b) To agree the membership of the Markets Group

MCC09 Market House / Volunteers update

a) Volunteer update

MCC10 Newsletter

a) To discuss a reduction in the cost to sponsor the back page
b) To agree an increase in Mandy Bloom's typesetting charge

The next meeting of the Marketing & Communications Committee will be held on Monday 28th July 2025 at 7.00pm. Any items for inclusion on the agenda should be forwarded to the Marketing and Communications Administrator by Thursday 17th July 2025.