



WALTHAM ABBEY TOWN COUNCIL

TOWN HALL, HIGHBRIDGE STREET, WALTHAM ABBEY, ESSEX EN9 1DE

K R RICHMOND BA (Hons) FILCM
Town Clerk & Chief Financial Officer

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YOUR REF:

OUR REF: KRR/AM

Dear Member,

You are hereby summoned to a meeting of the
Tourist Information Centre Management Subcommittee
which will take place on **Monday, 15th January 2018** commencing at
10.30 a.m. in the Members Room.

Yours sincerely,

.....TOWN CLERK

AGENDA

1. **Recording of Meetings:** To note that this meeting may be recorded or filmed and will be capable of repeated viewing or another use by such third parties. It is possible that any such recording may capture images and this may result in the possibility that images may become part of the broadcast. This may infringe human and data protection rights. To avoid this please move the rear or the Council Chamber. Anyone present intending to record the meeting, or any part thereof, must declare their intention to the Chairman and Officers before the meeting commences.
2. **Apologies for Absence:** To receive apologies for absence.
3. **Disclosures of Interest:** Under the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, made under s.30 (3) of the Localism Act, Members must declare any Disclosable Pecuniary Interests which they may have in any of the items under consideration at this meeting.
4. **TIC Manager:** To receive the TIC Manager's report. (Enc. 1).
5. **Epping Forest District Tourism & Visitor Summit 2017 and Minutes of Meeting:** To receive the report and the minutes of the event (Enc. 2 and Enc. 3)

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6. **Epping Forest Tourism Strategy:** To note the draft strategy (Enc 4)
7. **Colouring Book:** To consider the Town Clerk's report on the collaborative project for the supply of a Waltham Abbey Colouring Book (Enc. 5)
8. **Any Other Business:** Items which the Chairman may allow for discussion only
9. **Exclusion of Press and Public:** To consider whether in view of the confidential nature of the business to be transacted and listed below, it is advisable in the public interest that the press and public be excluded from the meeting.
10. **Visitor Numbers etc. Report:** To receive the Officer's Report (to be tabled)
11. **Finance Report:** To receive the Finance Report. (Enc. 6).

TO:

Cllr M Fitch
Cllr R K James
Cllr Mrs G Shiell

District Cllr Mrs E A Webster (Chairman)
District Cllr Mrs J Lea
District Cllr Mrs A Mitchell

Mrs V Wood – T.I.C. Manager

All other Members for information.

The Press

9th January 2018