

**6 Market Place, Downham Market, Norfolk PE38 9DE**

Tel: (01366) 387770 E-Mail: [info@downhammarkettc.co.uk](mailto:info@downhammarkettc.co.uk)

Town Clerk: Claire Dornan

You are summoned to attend a meeting of the **Business and Tourism Committee** to be held at the Town Hall, Bridge Street, Downham Market PE38 9DW on **Tuesday 29 October 2024 at 6pm.**

Members of the public and non-committee Councillors are invited.

Yours faithfully

*Claire Dornan*

**Claire Dornan**

Town Clerk

23.10.24

#### **AGENDA**

**NB: mobile phones on silent, reminder of emergency evacuation procedures**

<b>1</b>	To receive Members' apologies for absence
<b>2</b>	To receive Members' Declarations of Interest
<b>3</b>	To approve the minutes of the previous meeting of the committee held on 27 August 2024
<b>4</b>	Public Participation – 15 minutes allowed
<b>5</b>	To review the joint KLWNBC-DMTC business meeting held on 18 September 2024 and agree actions.
<b>6</b>	To update on potential 'Heritage Day' in 2025
<b>7</b>	To update on coach parking places and agree any actions
<b>8</b>	Consider Town Guide proposal and agree actions
<b>9</b>	To note the response from the Environment Agency – Denver Sluice
<b>10</b>	To update on signage audit and discuss options for the Information Point at The Hollies
<b>11</b>	To consider budget requirements for 2025-6
<b>12</b>	To agree date of next meeting – 18 December 2024

**End**