

Item 14 – Mayor Making Information Update

Update on Mayor’s Day Arrangements

Plans for Mayor’s Day are progressing.

Town Hall has been booked for Saturday 16th October 2021 and 15th October for set up.

A meeting with the Mayor, Cllr White, Cllr Coleman-Taylor, the Town Clerk and Administrative Officer will take place at 2pm on Wednesday 22nd September 2021 to finalise caterers and to decide on which community organisations will receive an invitation.

Invitations will be issued at the end of week commencing 21st September.

All other plans are in train including

- Security – including insurers advice,
- Music
- Table decorations,
- Bar
- Public Address system
- Invitation card production,
- Inscription of Mayor’s Medals,
- Citizenship award,