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| <b>Subject:</b>      | East Ward Events and Promotions Advisory Committee   |
| <b>File No:</b>      |  |
| <b>Document Ref:</b> |  |
| <b>Venue:</b>        | Top Ryde Meeting Room. 1A Pope Street, Top Ryde  |
| <b>Date:</b>         | Wednesday 14 December 2016   |
| <b>Time:</b>         | 6.30pm   |
| <b>Invitees:</b>     | Clr Jane Stott (Chair)<br>Clr Roy Maggio<br>Peter Grayson<br>Don McKinnon<br>Ross Anderson<br>Sandra Donovan<br>Susanne Grindal<br>Michael Daly- City of Ryde<br>Michelle Carter- City of Ryde<br>Liz Berger- City of Ryde |

| Item       | Agenda   |
|------------|--|
| <b>1.0</b> | <b>Introduction and Apologies</b>                      |
| <b>2.0</b> | <b>Confirmation of Previous Minutes and Attendance</b> |
| <b>3.0</b> | <b>Business Arising</b>                                |
| 3.1        | Date of Event  |
| 3.2        | Budget   |
| 3.3        | Sponsorship  |
| 3.4        | Stallholders   |
| 3.4        | Marketing of the event                                 |
| 3.5        | Facilitation of the event                              |
| <b>4.0</b> | <b>General Business</b>                                |
| <b>5.0</b> | <b>Confirmation of Next Meeting:</b>                   |
|            | Date: Wednesday 11 January 2017                        |
|            | Time: 6.30pm   |
|            | Venue: Top Ryde Meeting Room                           |
|            |  |