

**To receive a Meet your Councillors report and consider any actions and associated expenditure**

Meet Your Councillor Sessions have relocated from Bloom Hearing to outside Superdrug on Fore Street to gain additional space and to be next to the Town Council notice board. The area has no covering in adverse weather.

A Town Council marketing gazebo was purchased for events, however, due to the size and manpower to erect, it is not suitable for Meet your Councillor sessions in Fore Street.

Therefore, Members are asked to consider if they wish to purchase a smaller unbranded gazebo with 4 side panels (picture below), sandbags and tent pegs. The gazebo quality is okay, it is unsure how stable it will be during adverse weather conditions.

**Cost: £225**



Members may wish for additional branded equipment to be purchased when purchasing the unbranded covering to help promote the Town Council. This could include a fabric counter or a lectern, this would also provide support when writing public comments.



**Cost: £130 - £250**

**Budget:**

Budget Code: 6301 PF Stationary

Budget Availability: £2,258

Alternatively, Members may wish to relocate Meet your Councillor Sessions to Saltash Library Hub.

Advantages to relocating to Saltash Library Hub include:

- Minimal expenditure for additional marketing materials;
- Protection from weather elements;
- Further engagement with users of Town Council services;
- No impact on the Service Delivery Department.

**End of report  
Administration Officer**