

To receive future Town Vision Sub Committee meeting dates for the year 2024-25 and consider any actions

The Sub Committee is responsible for receiving regular quarterly updates on the progress of the Business Plan Deliverables for all Committees and Sub Committees, as outlined in their Terms of Reference.

1. The Sub Committee will monitor the Business Plan Priorities, Vision, Aims, and Objectives on behalf of the Town Council to ensure effective delivery.

The deliverables will be produced every quarter therefore the proposed meeting dates for each quarter for the year 2024-25 are as follows:

- **24 October:** To receive the second quarter update
- **23 January:** To receive the third quarter update
- **24 April:** To receive the fourth quarter update

Members are asked to approve the above meeting dates, add the dates to their diaries, and be available to attend.

End of report

Administration Officer