



# Bodmin Town Council

Terms of Reference  
August 2017

## Promotions Committee

The Promotions Committee considers matters relating to the promotion/branding of Bodmin including responsibility for tourism, promotion of the Arts, overseeing the business of Shire Hall and wider aspects of promotion in the town. This Committee will consist of elected members of the Town Council taking advice, where appropriate from the representatives of outside bodies acting in the role of critical friends.

- To oversee the running of the Information Centre, including preparation and distribution of the Town Guide and Accommodation List;
- To oversee the business of the Shire Hall that does not relate to the fabric of the building, including the running of the Courtroom Experience, Exhibition Programme and the programme of community arts events associated with the Shire Hall e.g. Summer Entertainments on the Mount Folly and the Lantern Procession;
- To oversee the running and development of the Council's Website;
- To oversee civic events (excluding Mayoral events) and other events that the Council is involved with in partnership;
- To liaise with other bodies regarding the marketing and branding of Bodmin;
- To receive any reports or applications relating to community events;
- To receive reports on the operational aspects of the Museum Committee; and
- To oversee official media releases and the Council's liaison with the media (regarding the branding and marketing of Bodmin).