

NEWENT TOWN COUNCIL

Minutes of the meeting of the Christmas Lights Committee held on Wednesday 5th October 2016 at the Market House, Newent, at 7.00 pm.

Present: Cllrs Mrs K Draper (Chair), E Heathfield, Miss M Shere, Cllrs Mrs G Moseley and T Heathfield, K Greenwold, E Gladwin, Miss E Haines

Also present: R Fitzgerald

5.0 Apologies for Absence – Cllr Mrs Davies and the Town Clerk

5.1 Declarations of Interest – None.

5.2 Approval of the Minutes of the Christmas Lights Committee meeting held on 21st September 2016.

Resolved: The Minutes of the Committee meeting held on 21st September 2016 were approved. **Record of Voting:** Proposed Cllr Heathfield, Seconded Cllr Mrs Draper, All in favour.

5.3 Matters arising from the previous Minutes and review of action list

UK Garrison – awaiting response. Cllr Mrs Draper to contact.

Lighting ordered.

Xmas tree ordered.

Advertising on Newent Noticeboard – K Greenwold to re-do.

Fire service – E Haines to contact.

School has granted permission to use car park.

Awaiting response from Rotary re use of trailer.

Santa at Memorial Hall 2.00 – 4.00 pm / 5.00 – 7.00 pm.

Danters have confirmed.

Awaiting response from Naylor Powell.

Cllr Mrs Moseley has produced a competition sheet “Spot the Superhero” – deadline for entries 4.00 pm Friday 23rd December. Prize draw on 24th December at 12.00 pm

10 shops to be selected by K Greenwold for the competition and clues will be provided by K Greenwold. Competition to start on 26th November.

5.4 Feedback from final of the Christmas lights competition – Cllr Heathfield

Cllr Heathfield gave feedback on attendance at the competition final. Cllr Beard was thanked for accompanying Cllr Heathfield. Presentation had been well received with positive feedback. £1,000 had been won to spend on Christmas lights. It was suggested having a copy of the presentation video at the Switch on. The funds must be spent this year. Santa light to be purchased.

5.5 Update on confirmed stall holders and to decide who else should be invited to have a stall

Newent School, Maggie's Kitchen, Highfields - Charities

Flowercraft, Doris and Mabel, Good News? – Retailers

Request from Lyn Ashton for Fairshares – stall for wooden items (wreaths).

Resolved: The above stalls are approved. **Record of Voting:** Proposed Cllr Miss Shere, seconded Cllr Heathfield, All in favour

Cllr Moseley suggested stall for cards – charity. Sweet Memories asked for stall outside shop (live reindeer).

Market House Father Christmas 1.30 pm – 3.30 pm

Reindeer 3.30 pm – 5.30 pm

5.6 To agree performers and equipment to be booked and agree budget allocation

Reindeer booked, Classical Brass Group (possible donation), Community Choir.

5.7 Update on design for snowflake messages for tree and costings

Resolved: Plastic baubles and heart shaped messages for trees at a cost of £1.50. To be advertised on Newent Noticeboard. **Record of Voting:** Unanimous in favour.

5.8 Feedback from shops regarding window display competition

Discussed under matters arising.

5.9 To agree advertising and budget allocation

Awaiting response from Naylor Powell.

5.10 To delegate areas of responsibility

Discussed – To be agreed at next meeting.

5.11 Date of next meeting

The next meeting will be held on Wednesday 2nd November 2016 at 7.00 pm in the Market House.

This concluded the business of the meeting and it was declared closed at 8.30 pm.

(Minutes were prepared by Cllr Miss Shere)