

NEWENT TOWN COUNCIL

Minutes of the Christmas Lights Committee meeting held on Thursday, 16th November, at 7.00 pm in the Church Room, St Mary's Church, Newent.

Present: Cllrs Mrs K Draper (Chair), Mrs J Davies, E Heathfield, Mrs C Howley, Mrs M Duncan and E Gladwin, R Fitzgerald.

Also present: 1 member of the public.

1. There were **no apologies** for absence.
2. There were **no declarations of interest**.
3. **The Minutes of the meeting held on 1st November 2017**, were not available.
4. Matters Arising
See 3. above
5. **Update on stallholders and floats for parade and to agree any further actions.**

Glebe Chapel were now doing a float so they and NTC with the sleigh would start off from the Recreation Ground. Walkers would start from the Library.

A running order would be produced nearer the time.

Danters were organised and Cllr Mrs Draper would deal with H & S.

Cllr Mrs Howley would be in the Hall from 2.00 pm – 4.00 pm and would sort out Wake the World.

A stall of speciality cakes would now be present.

It was unsure whether Pippins would be doing their veg cart.

Nic at Sew Sew would open her shop and do mince pies.

The Secret Gallery would be open by 2.30 pm.

The Memorial Hall was now full with stalls and signs would be coming to direct people to the Hall.

The Town Clerk should be notified of any more by the following Wednesday.

Barriers had been ordered. Ones from the Onion Fayre would go around the tree.

Part of the Co-op car park will be set up on Saturday morning.

The camels would be here by 3.00 pm and outside Lloyds Bank.

Father Christmas would leave the grotto at 4.00 pm to go to the Rec. Cllr Mrs Draper to ring Len to arrange. **Action Cllr Mrs Draper**

The donkey, Mary and Joseph would arrive in the Library Car Park at 4.30 pm ready for the procession at 5.00 pm.

Cllr Mrs Draper to speak to the camel people about placement in the parade.

Andy Creese doing a BBQ – Edwina to sort forms.

6. Update on Advertising.

Banner has been ordered with sponsors' names.

Posters circulated and erected in the town.

Front page of Council website.

Newent on-Line.

FODDC have tweeted and sent out on Facebook.

SoGlos.

Advert in New Ad – 17.11.17.

The star in memory of Mr Bryant would be above Nisa.

7. Budget update and to agree any further expenditure

Only the barriers to be paid for.

NTC to provide a hamper for the scaffolders.

Blachere lights balance to be kept in contingency in case of any repairs needed.

Cllr Mrs Draper would be decorating the barriers with Emma on the Wednesday evening and hopefully the scaffolding. Emma to be reimbursed.

The Bingo arranged for that week had been cancelled.

8. To delegate areas of responsibility

PCSO Josh Griffin would be in attendance.

The camel raffle, organised by Edwina, would be held the following Saturday and the general raffle would be drawn at the Switch-on.

Cllr Mrs Duncan to organise walkers in Library car park.

The Estate Supervisor (NTC) would be in the Recreation Ground.

Other Councillors to marshal as and where required.

With no further business the meeting closed at 8.15 pm.

(Minutes were prepared by Cllr Mrs Davies)