

NEWENT TOWN COUNCIL

Minutes of the Christmas Lights Committee meeting held on Monday 13th August 2018, at 6.45 pm in the Market House, Newent.

Present: Cllrs Mrs K Draper (Chair), Mrs J Davies, E Heathfield, V Vesma, Mrs C Howley, Mrs M Duncan, the Town Clerk and 1 member of the public.

- 1. Apologies for Absence** – None.
- 2. Declarations of Interest** – None.
- 3. Approval of the Minutes of the Christmas Lights Committee meeting held on 24th January 2018**

Resolved: The Minutes of the Committee meeting held on 24th January 2018 were approved. **Record of voting:** Proposed Cllr Vesma, Seconded Cllr Mrs Davies, 5 in favour, 1 abstention.

4. Matters arising from the previous minutes

Cllr Vesma explained that he had asked the traders opinions regarding A3 sponsorship cards, at a cost of between £30.00-£50.00, that would be erected around the tree and received 7 replies, all which were positive.

There has been no reply from the School as yet.

Costings for purchasing white wooden fencing to replace using barriers around the tree was discussed, but was felt that due to the health and safety concerns the metal barriers are suitable. **Resolved:** Metal barriers are hired again for erection around the tree and they will be decorated. **Record of Voting:** Proposed Cllr Mrs Davies, Seconded Cllr Mrs Howley, 5 in favour, 1 abstention.

Cllr Mrs Draper had reviewed the running costs for turning the lights on earlier in the day. It would not be cost effective as the lights would have little impact.

Resolved: The lights will be switched-on between 3 pm and 11 pm. **Record of Voting:** Proposed Cllr Mrs Draper, Seconded Cllr Mrs Davies, 5 in favour, 1 against.

The road closure application has been submitted.

5. To agree timings for the event

The timings would be agreed later, once a decision had been made on the entertainment.

The procession will take place at 5 pm.

Father Christmas will be available in his Grotto in the Memorial Hall between 2 pm – 4 pm.

Cllr Mrs Duncan enquired if some lighting could be erected in the Library for the start of the procession. The Clerk agreed to look into the possibility.

6. To consider what performers and equipment should be booked and agree budget allocation

Resolved: Two snow machines are hired and 5 bottles of fluid purchased at an approximate cost of £220.00. **Record of Voting:** Proposed Cllr Mrs Howley, Seconded Cllr Heathfield, All in favour.

Unfortunately, Gouldings do not have a suitable tree this year but can source one for £650.00. The Committee agreed to look at some other options.

Resolved: A First Aider is hired at a maximum cost of £75.00 and the stage & staircase are ordered at a cost of £31.40. **Record of Voting:** Proposed Cllr Mrs Howley, Seconded Cllr Mrs Duncan, All in favour.

Cllr Mrs Howley is liaising with some musicians and Cllr Mrs Draper will contact the Community Choir. A couple of the groups who attend the Community & Wildlife Day have expressed an interest in participating. Mrs Greenwold will liaise with Picklenash School.

Mr Goulding has agreed to supply the PA system again this year.

Bluebell the Donkey will lead the procession.

Cllr Heathfield will enquire about a disco.

Resolved: Up to £350.00 is allocated for replacement festoon bulbs. **Record of Voting:** Proposed Cllr Mrs Draper, Seconded Cllr Mrs Davies, All in favour

7. To consider invitations for stalls

Confirmed stalls are; Help for Cats and Cakes. The Chill Out Zone may hold a tombola.

8. To consider purchase of Christmas lights

Cllr Mrs Draper will circulate some options for lights for the Market House. The Committee has already agreed to spend up to £1200.00

9. To consider ideas for this year's event

Cllr Heathfield suggested that to commemorate the centenary of the end of the First World War, a soldier and nurse carrying a banner could walk in front of the procession. The Committee agreed to consider this further.

As the theme is Prince and Princesses a discussion took place whether to hire a Cinderella Carriage. A raffle could take place where two children could win a prize to ride in the carriage in the procession, this would need to be drawn 2 weeks in advance and be well publicised. Charges could be made for people to have photos taken. **Resolved:** The Cinderella Carriage is ordered to a maximum cost of £1200.00. **Record of Voting:** Proposed Cllr Mrs Draper, Seconded Cllr Mrs Davies, All in favour.

10. Date of next meeting

The next meeting is scheduled for Thursday 20th September 2018 at 7.00 pm in the Market House.

The meeting was closed at 7.29 pm