

## NEWENT TOWN COUNCIL

Minutes of the Christmas Lights Committee meeting held on Wednesday 24<sup>th</sup> January, 2018, at 7.00 pm in the Market House, Newent.

Present: Cllrs Mrs K Draper (Chair), Mrs J Davies, E Heathfield, V Vesma. Mrs K Greenwold.

1. **Apologies for Absence** - Cllr Mrs C Howley and Mrs E Gladwin.
2. **Declarations of Interest** - None
3. **Approval of the Minutes of the Christmas Lights Committee meeting held on 16<sup>th</sup> November 2017**

**Resolved:** The Minutes of the Committee meeting held on 16<sup>th</sup> November 2017 were approved. **Record of voting:** 3 in favour and 1 abstention.

4. **Matters Arising from the previous Minutes**

There were no matters arising.

5. **Reflection on last year's event**

The Chair reported that the event had been very successful, though more volunteers were needed to help on the day. The camels were brilliant and there were no issues. Reindeer turned up although they had not been booked, and payment was still being looked into. Creeses sold out of everything and want to come back this year.

Cllr Vesma wondered about starting the event later, but it was felt that the event would then have to go on later which would not be good for young children. He also thought signage needed to be clearer.

The disco was very popular and the Memorial Hall and stalls did very well.

6. **Final Accounts for 2017 event**

The reindeer payment was still being negotiated. New lights would be needed for this year. It was agreed that some money from earmarked reserves should be spent on new lighting on the Market House.

**Resolved:** the accounts be approved as a correct record. **Record of Voting:** Proposed Cllr Mrs Davies, Seconded Cllr Heathfield, All in favour.

**Resolved:** a maximum of £1200 be used out of earmarked reserves for the purchase of new lights. **Record of Voting:** Proposed by Cllr Vesma, Seconded by Cllr Davies and unanimously agreed.

Cllr Davies stressed that nothing should be ordered unless it has been approved by Newent Town Council Christmas Lights Committee.

7. **To appoint two members to be authorised to complete the lottery returns forms**

**Resolved:** Cllrs Mrs Draper and Vesma would complete the lottery forms, which would be returned to the Town Clerk to send to the Forest of Dean District Council. **Record of Voting:** All in favour.

All money raised had gone into the Christmas Lights fund.

## 8. To consider ideas for this year's event

Theme: Princes and Princesses' Christmas – also for Shop Windows and floats.

**Resolved:** the theme for the 2018 event should be Princes and Princesses' Christmas.

**Record of Voting:** Proposed by Cllr Mrs Draper, Seconded by Cllr Heathfield, All in favour.

A lantern parade.

Junior School to be involved earlier.

**Action Mrs K Greenwold.** Mrs Greenwold to discuss with the Headteacher.

Advertise earlier for floats.

A discussion took place on whether the disco was worthwhile and it was generally felt it was, as it provided entertainment for the children whilst they waited for the parade.

**Resolved:** the disco should be booked again for this year. **Record of Voting:**

Proposed by Cllr Mrs Draper, Seconded by Cllr Mrs Davies, All in favour.

Cllr Vesma had produced a photo of how he would like to see the barriers around the Christmas tree. These would be constructed of white paling fencing. He felt if business were asked to design a Christmas card style poster for a fee of £30, it would be more attractive than the banners used in previous years. Cllr Draper wondered if the fencing would be strong enough and whether there would be health and safety implications, but Cllr Vesma felt they could be strengthened with diagonal braces. If the Council bought the fencing, it would be available for use in future years.

**Action Cllr Mrs Draper:** Cllr Draper agreed to discuss this suggestion with the Estates Supervisor to get his opinion and to see whether he had room to store it.

**Action: Cllr Vesma:** Cllr Vesma agreed to sound out traders about the Christmas card style publicity notices.

Cllr Draper said that a first aider was a necessity.

**Resolved:** A first aider should be appointed. **Record of Voting:** Proposed by Cllr Mrs Draper, Seconded by Cllr Vesma, All in favour.

The Christmas tree would once again be purchased from Gouldings.

Cllr Vesma felt it was a shame the lights did not turn on until dusk and he thought it would lift the town if they could be turned on after lunch each day.

**Action:** Cllr Draper said she would look into it, as running costs would need to be considered.

## 9. Date of next meeting

Wednesday, 21<sup>st</sup> March, 2018 at 7.00 pm in the Market House.

(Minutes were prepared by Cllr Mrs Davies)