

## **NEWENT TOWN COUNCIL**

Minutes of the Christmas Lights Committee Meeting held on Monday 9<sup>th</sup> September 2019 at 6.15 pm in the Market House, Newent

**PRESENT:** Cllrs Mrs Draper (Chair), Mrs Duncan, Mrs Howley, Cllr Heathfield, Mrs Odhiambo and 1 member of the public

- 1. Apologies** – Cllr Mrs Davies.
- 2. Declarations of interest** – Cllr Mrs Howley declared an other interest in the correspondence from the Memorial Hall.
- 3. Minutes of the meeting held on 22<sup>nd</sup> July 2019**

**Resolved:** The minutes of the meeting held on 22<sup>nd</sup> July 2019 were approved and signed as a correct record. **Record of Voting:** Proposed by Cllr Mrs Draper, Seconded by Cllr Heathfield, All in favour.

#### **4. Matters arising from the previous Minutes and update on actions**

It was agreed to contact the Business Club again regarding a window theme after the Onion Fayre and to ask the Town Clerk to write again to Newent Rotary Club regarding the sleigh.

#### **5. To consider correspondence received**

##### **5.1 Newent Memorial Hall – Request for uniform date for annual event and representative to be invited to the first meeting**

(Cllr Mrs Howley left the meeting whilst the following item was discussed)

**Resolved:** To invite a representative to the first Christmas Lights Committee meeting each year and it was agreed that the Christmas lights event will always take place on third Saturday in November every year.

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

(Cllr Mrs Odhiambo joined the meeting at this juncture)

#### **6. To agree theme for event**

**Resolved:** The Business Club be given until 30 September to suggest a theme for this year's event, otherwise the Committee will decide. **Record of Voting:** Proposed Cllr Mrs Howley, Seconded Cllr Mrs Duncan, All in favour

#### **7. To review budget update and agree any further expenditure**

The budget was discussed, pleased that £50.00 had been saved on the cost of the tree. **Resolved:** The advertising budget be amended to £400, which will include the banners to go on the entrances to the town. **Record of Voting:** Proposed Cllr Mrs Duncan, Seconded Cllr Mrs Odhiambo, All in favour.

**8. To agree advertising**

**Resolved:** Three banners for the entrances to the town. The Police will be asked to bring their van again if possible.

**9. Date of next meeting**

The next meeting will be held on 30<sup>th</sup> September at 7.00 pm in the Market House.

The meeting closed at 6.50 pm.