

NEWENT TOWN COUNCIL

Minutes of the Christmas Lights Committee Meeting held on Monday 9th 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 22nd July 2019**

Resolved: The minutes of the meeting held on 22nd 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 30th September at 7.00 pm in the Market House.

The meeting closed at 6.50 pm.