

PRESENT: Cllrs Mrs Draper (Chair), Mrs Duffield, Mrs Howley, Heathfield, Town Clerk

1. **Apologies** – Mr Letchford.
2. **Declarations of interest** – None.
3. **Minutes of the meeting held on 9th October 2020**

Resolved: The minutes of the meeting held on 9th October 2020 were approved and signed as a correct record. **Record of Voting:** Proposed Cllr Mrs Howley
Seconded by Cllr Heathfield, All in favour.

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

The festoons and the new motif have been ordered.

A discussion took place regarding the baubles and it was agreed to purchase 30 x 200mm and 30 x 150mm baubles.

5. **To consider options for virtual switch-on**

The Clerk had made contact with the company suggested by Mr Lechford and unfortunately the use of a drone would be too costly. However, the company are willing to supply 1 fixed camera and live stream the switch-on via the Council's Facebook page at a cost of £200. **Resolved:** The quotation is accepted subject to the budget being available. **Record of Voting:** Proposed Cllr Mrs Draper,
Seconded Cllr Mrs Howley, All in favour.

6. **To review budget update and agree any further expenditure**

The above is dependent on the usual discount being given for the plant hire. However, the Committee may have to request a virement from another budget.

The Committee may ask the Co-op to supply the hampers for the home decoration competition.

7. **Date of next meeting**

The next meeting was scheduled for Friday 6th November at 4 pm.

Before the meeting closed, Cllr Mrs Draper informed the Committee she had been contact by Rev. Mason regarding a shop window Christmas trial in the town. This was supported by the Committee.

With no further business, the meeting closed at 4.25pm.