

NEWENT TOWN COUNCIL

AND BURIAL AUTHORITY

6th November 2023

MINUTES OF THE CHRISTMAS COMMITTEE MEETING HELD ON THURSDAY 2nd NOVEMBER 2023, Manna House, 6 pm.

Councillors Present:

Cllr Joshua Robertson (Chairman)
Cllr Juli Escritt
Cllr Linda Morris
Cllr Samuel Lechford

Also Present:

Charlie Reynolds (Officer of the Council)
Neil Albinson
Paddy Roche
Clive Gardiner
Amber Smith

1. Two note apologies for absence.

Apologies were received from Cllr Moseley, Cllr Gooch, Cllr Selwyn, and Cllr Hulbert

2. Declarations of interest on items on the agenda.

No declarations of interest were given.

3. To approve Minutes of the last Christmas Lights Committee Meeting held Wednesday 13th September 2023 and Thursday 28th September 2023.

The Committee approved both sets of minutes.

4. To agree to Co-opt members of the public onto the Christmas Lights Committee.

By unanimous decision the Committee agreed to co-opt Paddy Roche, Neil Albinson, Clive Gardiner and Amber Smith.

5. To discuss Christmas Lights Event Advertisement.

5.1 The Committee resolved by unanimous decision to use Poster number 3 including additional information for this year's Event.

5.2 The Committee resolved by unanimous decision agree an expenditure of up to £200 for banners.

5.3 The Committee agrees to investigate further quotes before agreeing expenditure.

6. To discuss and receive an update on the Santa's Grotto.

The Committee resolved by unanimous decision to withdraw from doing a Santa's Grotto this year.

7. To discuss and approve the expenditure for 2 Snow Machines.

The Committee resolved by unanimous decision the expenditure of £378 for the hire of 2 Snow Machines and fluid.

8. To agree the use of Scaffold 2000.

The Committee resolved by unanimous decision the use of Scaffold 2000.

9. To receive an update on the Market.

The Committee received an update on the Market for this year's event.

10. To receive an update on the Procession.

The Committee received an update on the Procession.

11. To receive an update on entertainment.

The Committee received an update on entertainment and discussed possible time schedule for entertainment. The Committee agreed to certain entertainment to have merchandise tents.

12. To confirm the use of DanTERS Funfair.

The Committee confirmed the use of DanTERS Funfair.

13. To agree staff working at the event.

The Committee resolved by unanimous decision to agree the use of staffing in this years Event.

14. To discuss volunteers to switch on the lights.

The Committee agreed by unanimous decision to agree the use of volunteers.

15. To review assigned tasks.

The Committee discussed all outstanding tasks.

16. Finance

16.1 The Committee reviewed the current expenditure.

16.2 The Committee resolved by unanimous decision to agree extra expenditure of £725 for extra entertainment of Stilt Walkers and a Light Show.

17. Date of next meeting.

Friday 17th November 2023 2:00 pm at Manna House

There being no further business the meeting closed at 8:08 pm.

Signed:  Dated: 1st Feb. 24.