



## CHRISTMAS LIGHTS COMMITTEE

Minutes of the Christmas Lights Committee meeting which took place in the Public Hall on Tuesday 4<sup>th</sup> October 2022 commencing at 4.00pm

**404 PRESENT** - Cllr Corbett (Chairman), Cllr Goode, Cllr Monks, Cllr Turner also Paula Tuff (Prout Bridge Project) Chris Powell (IFF) Stefan Nikolov (Head Groundsman) and Mrs C Bright (Town Clerk)

**405 APOLOGIES FOR ABSENCE**  
Apologies had been received from Cllr Langridge and Mrs Gunning (Beaminster School PTA).

**406 ELECTION OF CHAIRMAN**  
The Town Clerk felt, having trialed the transfer of membership of this Committee to the Community Engagement Committee the administration had been somewhat disjointed therefore she recommended to revert back to a standalone Committee. **AGREED.**

Cllr Turner proposed Cllr Corbett, seconded by Cllr Monks there being no other nominations Cllr Corbett was duly elected Chairman.

**407 ELECTION OF VICE CHAIRMAN**  
In his absence Cllr Monks proposed Cllr Langridge, seconded by Cllr Turner there being no other nominations Cllr Langridge was duly elected Vice Chairman subject to his acceptance.

**408 DECLARATIONS OF INTEREST**  
Cllr Goode declared a prejudicial interest in agenda item 11 – Christmas Cards

**409 MINUTES OF THE PREVIOUS MEETING**  
Having previously been circulated the minutes of the Christmas Lights Committee meeting held on 8<sup>th</sup> July 2022 were confirmed and signed by the Chairman as true record.

**410 CHRISTMAS LIGHTING 2022**  
(a) The Town Clerk confirmed the cost of the 2022 Christmas lighting in the sum of £5,370 + VAT however there would be additional costs associated with safety checks etc.

**411 SMALL CHRISTMAS TREES**  
Discussion ensued with regard to the costs associated with providing and putting up the small Christmas trees on businesses and private properties based around figures provided by the Town Clerk. The Council had previously **AGREED** the 2022 trees had to be self funding therefore **RESOLVED** to make a charge of £25 per tree.

An inspection of brackets would be undertaken and those in need of replacement would take place prior to putting up the trees. **AGREED** to obtain a quotation for the manufacture of 5 brackets as a contingency. Similarly the lights were to be tested in advance of putting them up.

Cllr Goode **AGREED** to recruit volunteers to assist with putting the lights on the trees and Mr Nikolov would follow up a generous offer of assistance from a local trader.

#### 412 2022 'SWITCH ON' EVENT

- **Snow machine** – the Town Clerk provided members with costings for two machines of differing capabilities, **RESOLVED** to purchase the more robust machine suitable for larger venues at a cost of £382.50 excl VAT funded via the entertainment budget.

Mr Chris Powell left the meeting.

- **Entertainment** – the Town Clerk advised the Prout Bridge Youth Band would participate and confirmation had been received from the co-ordinator for the carol singers.
- **PA/Sound system** – the Town Clerk confirmed the availability of the Youth Band's equipment.
- **Stage** – Mr Nikolov confirmed the staging from the Public Hall could be used, **NOTED** the gazebo measured 6 x 3m.
- **Santa's Grotto** – Ms Tuff advised Prout Bridge would not have the resources to undertake the Santa's grotto this year, however there were a number of surplus presents from 2021 available. **AGREED** to enquire whether Beaminster Pre-school would be interested.
- **Lanterns** – Ms Tuff very kindly offered space at Prout Bridge to construct the lanterns however they would not have the resources to run the workshop. Cllr Corbett **AGREED** to establish availability of the artist for October half term.
- **Road Closure** – the Town Clerk advised no application had been made pending the outcome of Cllr Monks correspondence to Dorset Council.
- **Market** – Cllr Goode advised 10 market stalls had confirmed to date with the addition of Beaminster Cricket Club, Prout Bridge and Beaminster Pre-school. **AGREED** to make enquiries with Little Groves and Wobbly Cottage.

#### 413 BEAMINSTER SCHOOL – CHRISTMAS FAIR

In the absence of a representative no information was received.

#### 414 CHRISTMAS COMPETITION

In the absence of Cllr Langridge the Town Clerk confirmed St Mary's Church had agreed to organize a "Follow the Star" window competition

#### 415 CHRISTMAS CARDS

The Town Clerk put forward three paintings featuring winter scenes in Beaminster, the paintings were available to the Town Council to purchase for £50 each from which christmas cards could be printed.

A quotation had been received from Creeds to print based on last year's specification in packs of 5 cards, following discussion it was **RESOLVED** to purchase the three paintings, utilizing two of the designs for cards this year in packs of 6 (2 of each design), the Town Clerk to obtain a revised quotation.

**416 LOTTERY LICENCE**

The Town Clerk advised the Council had taken over the lottery licence from the former independent Christmas Lights Committee at a cost of £20, this would enable the sale of raffle tickets in advance of the evening, proceeds raised to be earmarked for 2023 Christmas Lights.

Members were asked to put forward suggestions for main prizes etc.

**417 DATE OF NEXT MEETING**

The date of the next meeting was set as Tuesday 1<sup>st</sup> November 2022 commencing at 3.30pm in the Public Hall.

**418 MEETING**

The meeting started at 4.00pm and closed at 6.00pm

Chairman