



MINUTES OF THE MEETING OF THE CHRISTMAS LIGHTS COMMITTEE HELD AT THE DRILL HALL ON MONDAY 9th FEBRUARY 2026 AT 7PM

PRESENT:

Cheryl Bould	Town Councillor (Chairman)
Allan Groombridge	Committee Member
Mary Johnston	Committee Member
Mitchell Philpott	Town Councillor
Carmel Stoney	Committee Member

Also in attendance: Faye LeBon, Gavin Watson and Andy Bell (Town Council Officers)

It was *noted* that the meeting was quorate.

1. To Receive Apologies for Absence

Apologies were received from Gill Finch, Michael Goodwin, Carol Kisis, Nigel Scarlett and Jackie Young.

2. To Receive any Declarations of Interest or Requests for Dispensation

None raised.

3. To Adjourn the Meeting to Allow Members of the Public and Councillors with Prejudicial Interests to Speak

No matters raised.

4. To Agree Minutes from the Meeting of 4th November 2025

The draft minutes had been previously circulated. These were *agreed* by the committee and signed by the Chair as a true and accurate record of the meeting.

5. To Note Matters Arising from the Meeting of 4th November 2025 (not otherwise included on the agenda)

No matters raised.

6. Wash Up / Debrief of Christmas Lights 2025 with Recommendations for 2026 ***What went well?***

- Community spirit
- Use of the cherry picker. Thanks were extended to Tony Owen for donating his time and equipment on two occasions.
- The road closure

- Purchasing of the henchman ladder.
- Lights were in labelled boxes and not tangled.
- Comms system / walkie talkies
- Camaraderie
- Credit was given to those who arranged the installation of the lights in previous years.

What didn't go so well?

- Not everyone was wearing helmets (people took them who didn't need them, therefore they ran out).
- Vote of thanks not conducted on the day.
- Fewer people available for the take down.
- Had to take down the lights in the Black Boys car park due to a hazard with the height of the waste lorry.
- Third piece of indoor tree now located. To make sure this is available.
- A third person in the leadership team required (an event manager and two deputies needed).

Improvements for next year

- Instructions/photos in each box so that those unfamiliar with the station to be able to work effectively. It was noted that Andy has tagged all the indoor garlands with their location to make installation easier next year.
- To create a list of businesses impacted by the road closure.
- The take down dates didn't work due to the weather. The take down of the inside decorations can still go ahead as not impacted by weather.

7. To Agree Fund Raiser(s) for 2026

Allan is happy to speak with Backtracking to arrange a fund raiser. Allan will feed back some dates to the Clerk for consideration.

8. To Note Items for Information and Inclusion in a Future Agenda

- Fund raiser
- Update Event Management Plan based on feedback
- Any additional light purchases.

9. Date of Next Meeting

The next meeting will be Wednesday 15th April at 7pm. The clerk will check that the Drill Hall is available.

There being no further business the meeting was closed at 7.35pm

_____ Signed _____ Date