



MINUTES OF THE MEETING OF THE **CHRISTMAS LIGHTS COMMITTEE** HELD AT THE DRILL HALL ON WEDNESDAY 24th JUNE 2026 AT 7PM

PRESENT:

Michael Goodwin	Town Councillor
Allan Groombridge	Committee Member
Carmel Stoney	Committee Member
Tommy Wilkinson	Committee Member

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

It was *noted* that the meeting was quorate and *agreed* that Michael Goodwin should Chair the meeting.

1. To Receive Apologies for Absence

Apologies were received from Gill Finch, Mary Johnson, Mitchell Philpott 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 9th February 2026

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 Receive Notes from the Meeting of 15th April 2026

As the meeting of 15th April 2026 was not quorate, no decisions were made but instead notes taken of the discussions at the meeting. These were presented and *noted*.

6. To Note Matters Arising from the Meeting of 9th February 2026 (not otherwise included on the agenda)

No matters raised.

7. To Agree Updated Management Plan

All matters that were raised in the meeting of 9th February which would improve the event had been added to the Event Management Plan. This updated document was **agreed**. As a working document, the committee could make amendments at any point with additional items that would further improve the event.

8. To Receive Update from Ivan Fisher Funeral Directors about Additional Lighting

The Clerk will follow up with Ivan Fisher Funeral Directors about a proposed design for their building. The current manger scene can be relocated, however the brackets will need to be taken down as these are bespoke to the manger scene.

9. To Receive Verbal Update on Christmas Lights Fund Raiser on 31st October 2026

Allan confirmed that Backtracking is booked in.

The organising of the event lies with the committee / Town Council as the group are just a hired in band.

Capacity was discussed as there are normally 80 tickets sold, although this could be increased to 90 if the number of tables are reduced.

Tommy will ask if the Star Cloth can be used for the event.

10. To Receive 2026 Christmas Lights Budget and Consider Additional Purchases

Discussions had previously occurred about the replacement of the indoor swags. An example of a possible replacement had been circulated. It was agreed to bring one of the existing swags to the next meeting and review the necessity to replace.

Tommy will look into baubles for the outdoor tree, possibly on strings, to reduce the risk of theft.

Carmel will look at outdoor tree string lights and whether these should be changed to coloured and/or moving.

The budget for 2025/2026 remains at:

£2,096.82 in earmarked reserves

2026/2027 income budget £1,000

2026/2027 expenditure budget £1,500

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

It was noted that the Co-op scene may now need new fixings. Gavin will follow up with the Co-op.

12. Date of Next Meeting

The next meeting will be Thursday 10th September at 7pm. The clerk will check that the Drill Hall is available.

There being no further business the meeting was closed at 7.30pm

_____ Signed _____ Date