

KIPPAX PARISH COUNCIL



[www.kippax-pc.gov.uk](http://www.kippax-pc.gov.uk)

**NOTICE IS HEREBY GIVEN** that a meeting of Kippax Parish Council's Christmas Lights Committee is to be held **Monday 13<sup>th</sup> September at 7pm** at Valley Ridge Community Centre.

The business to be transacted at this meeting is set out below

*D Meir*

**Kippax Parish Council Clerk & Proper Officer**

**Tuesday 7th September 2021**

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## **AGENDA**

**016/CL/2122. Apologies**

a. To note apologies received and approve any reasons for absence

**017/CL/2122. To note any Declarations of Interest**

- a. To note declarations of interest not already declared under members code of conduct or members register of disclosable interested
- b. To approve dispensation requests

**018/CL/2122. Public Participation**

Members of the public who wish to speak regarding an item within the remit of the Christmas Lights Committee may do so.

PLEASE NOTE: Total time limit for this item is 15 minutes

**019/CL/2122. Meeting of Christmas Lights Committee held 9th August 2021**

a. To approve minutes of the meeting of Christmas Lights Committee held 9th August 2021 as a true and accurate record of that meeting

**020/CL/2122. Christmas Lights Event and Decorations**

- a. To receive an update on the order for the stage
- b. To receive an update on the proposal for a fireworks/laser show and consider and approve

any quotes

- c. To receive an update on the order for the Christmas tree on Crosshills
- d. To consider and approve the quote for the usual fittings and lights and additional lights for the Christmas Tree on Crosshills
- e. To receive an update on the stall and stall holders for the event and consider the layout for the stalls.
- f. To receive an update on the arrangements for the Atha Fun Fair
- g. To receive an update on the samples of the battery powered stall lanterns and agree any actions.
- h. To receive an update on the road closure notifications
- i. To consider the arrangements for a traffic management service and agree any actions.
- j. To receive an update on the arrangements for a Santa's grotto
- k. To receive an update on the arrangements for Mascots and agree any actions
- l. To receive an update on the arrangements for the Parade and agree any actions
- m. To consider and approve the quotes for the event compare
- n. To receive an update on the entertainers invited.
- o. To consider and approve the quote for event security
- p. To receive an update on the arrangements for event security and agree any actions
- q. To consider and approve the quote for event first aid
- r. To receive an update on the arrangements for event first aid and agree any actions
- s. To consider the arrangements for risk assessments and agree any actions
- t. To consider the photography arrangements and agree any actions
- u. To receive an update on the 12 days of Christmas figures and agree any actions

**021/CL/2122. Christmas Shop Window Display Competition**

- a. To receive an update on the arrangements for the shop window display competition and agree any actions
- b. To consider the additional judges for the Shop Window Display competition

**022/CL/2122. Next Meeting**

- a. To notify the Clerk/Proper Officer of matters for inclusion on the agenda for the next meeting
- b. To confirm the date for the next meeting of the Christmas Lights Committee