



**NOTICE IS HEREBY GIVEN** that a meeting of Kippax Parish Council's Christmas Lights Committee is to be held **Tuesday 8th October at 6pm** in Valley Ridge Community Centre

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

*D Meir*

**Kippax Parish Council Clerk & Proper Officer**

**Wednesday 2nd October 2024**

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## **AGENDA**

### **022/CL/2425. Apologies**

- a. To note apologies received
- b. To approve any reasons for absence

### **023/CL/2425. 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

### **024/CL/2425. 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

### **025/CL/2425. Meeting Minutes**

- a. To approve the minutes of the meeting of the Christmas Lights Committee held 16<sup>th</sup> September 2024 as a true and accurate record of that meeting

### **026/CL/2425. Christmas Lights switch-on Event**

- a. To receive confirmation that the road closure application has been submitted to match the road management plan.
- b. To consider the quotes for a raised platform for wheelchair users and agree any actions.
- c. To receive information on the lampposts that the 3D motifs will be put on
- d. To receive an update on the arrangements for the Santas Grotto and agree any actions.
- e. To receive an update on the booking and payment of the stalls
- f. To consider and approve inviting a potato and smashed burger stall to attend
- g. To receive an update on the mascots and agree any actions.
- h. To receive an update on the fair and agree any actions.
- i. To receive an update on the request for access to the surgery car park and agree any actions.

- j. To receive an update on the permission to use Ash Tree school field to launch fireworks.
- k. To receive an update on the Body of Persons License requirement for performers under 16 years of age and agree any actions
- l. To receive an update on the invitation to switch the lights on and agree any actions
- m. To receive an update on repainting of the photo board and agree any actions.
- n. To receive an update on the work to the 12 days of Christmas decorations and agree any actions.
- o. To receive confirmation that the police have been informed of the date of the event.
- p. To review the event plan and agree any actions.
- q. To review the risk assessment and agree any actions.
- r. To receive an update on the purchase of the banners.
- s. To consider and approve any other actions required.

**027/CL/2425. Christmas Window Competition**

- a. To receive an update on the arrangements for the competition and agree any actions
- b. To receive an update on the purchase of the new shield.

**028/CL/2425. 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