

KIPPAX PARISH COUNCIL



www. <http://www.kippax-pc.gov.uk/>

Minutes of the Christmas Lights Committee meeting held Tuesday 29th September 2020 via Zoom.

Approved at the Christmas Lights Committee meeting held Monday 19th October 2020

Present:

Councillor G. Hardwick, Councillor M. Eyre, Councillor M. Biscomb, Councillor H. Foley, Councillor F. Kelly, Councillor V. Land

12/2020. Appointment of Chairperson and Vice-Chair

a. To receive nominations and appoint a Chairperson for the Christmas Lights Committee

It was resolved to appoint Cllr G. Hardwick Chairperson of the Christmas Lights Committee.

b. To receive nominations and appoint a Vice-Chairperson for the Christmas Lights Committee

It was resolved to appoint Cllr H. Foley Vice-Chair of the Christmas Lights Committee

13/2020. Apologies:

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

None received.

Apologies received from Cllr M. Osman who was hoping to join as a member of the public.

14/2020. To Note any Declarations of Interest:

a. To note declarations interests not already declared under members code of conduct or members register of disclosable pecuniary interests

No further declarations made.

b. To approve dispensation requests

None received.

15/2020. 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.

None present.

16/2020. Meeting of Christmas Lights Committee held 19 August 2020

- a. To approve minutes of the meeting of Christmas Lights Committee held 19 August 2020 as a true and accurate record of that meeting.

It was resolved to approve the minutes of the meeting held 19 August 2020 as a true and accurate record of that meeting; signed and dated by the Chairperson

17/2020. Christmas Lights Committee Administration

- a. To review the Christmas Lights Committee Terms of Reference and make recommendations to council for approval

It was resolved to recommend the following amends to full council for approval:

- Increase the number of members to seven

18/2020. Christmas Lights and Decorations

- a. To consider the quote provided by Leeds City Council for the motifs and lighting

It was resolved to approve the quote with the amendment of no additional staff to attend the event (as not required) provided by Leeds City Council for the motifs and lighting. – Acting Clerk to raise a PO, Chairperson to instruct LCC.

Leeds City Council have confirmed they are able to turn the lights on Monday 23rd November.

- b. To consider the quotes provided for Christmas Trees

It was resolved to approve the purchase of one tree (20ft) from Stockeld Park including costs for delivery and erection up to the cost of £600. Acting Clerk to raise a PO, Cllr M. Eyre to instruct Stockeld for w/c 16th November ideally.

- c. To consider Christmas artwork and wooden motifs

It was resolved to use the wooden motifs from last year and instruct the caretaker to install them.

NOTE: To liaise with Kippax Art Group in January 2021 to allow plenty of time for next years projects.

19/2020. Shop Window Displays

- a. To consider the way forward for the Shop Window Display competition

It was resolved to send a letter to traders inviting them to do shop window displays and have them ready for Monday 23rd November. The committee will be organizing a treasure hunt (theme to be confirmed).

- b. To consider the judges for the Shop Window Display competition

It was resolved to invite Sheila and Tommy Bryant, June Perkins and Adrian Jones to be judges, provisional date of Saturday 28th November.

The prize shield will be engraved at a cost to the committee and presented to the winner.

20/2020. Christmas Card Competition

- a. To receive an update on the Christmas Card competition

Three primary schools have agreed to take part and so the Christmas Card competition will go ahead. Logistics are being managed by Comms and Youth and Leisure Committees.

- b. To consider generic and personalized Christmas flags
It was resolved to approve the purchase of personalised flags for the Christmas card winners up to a value of £100.

The existing generic Christmas flags are being repaired; the committee **resolved to approve** the purchase of flowers to a value of £20 as a thank you gift.

21/2020. Alternative Festive Activities

- a. To consider ideas for alternative festive activities and the way forward
Cllr Eyre updated the committee on the Kippax Christmas Window Advent Calendar group on Facebook. Cllr Eyre to contact to offer support.

22/2020. Next meeting

- a. To notify the Clerk/Proper Officer of matters for inclusion on the agenda for the next meeting
- Shop Window Display Treasure Trail
 - Update on judges
 - Update on other festive activities

- b. To confirm date of next meeting of the Christmas Light's Committee

It was resolved that the next meeting of Christmas Lights Committee be held on 19th October 2020 at 7pm via Zoom.

Meeting closed at 8.15pm

Signature..... Chair, Councillor G. Hardwick
Date: