



NOTICE IS HEREBY GIVEN that a meeting of Kippax Parish Council's Christmas Lights Committee is to be held on **Tuesday 15th July at 7:30pm** in St Mary's Lower Church Hall

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

D Meir

Kippax Parish Council Clerk & Proper Officer

Wednesday 9th July 2025

AGENDA

009/CL/2526. Apologies

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

010/CL/2526. 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

011/CL/2526. 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.

012/CL/2526. Minutes of Christmas Lights Committee meeting

- a. To approve the minutes of the meeting of Christmas Lights Committee held 17th June 2025 as a true and accurate record of that meeting.

013/CL/2526. Christmas Lights Switch-on Event.

- a. To receive an update on traffic management and agree any actions
- b. To receive an update on the stage order and agree any actions
- c. To consider and approve the quote for first aid provision
- d. To note and approve the addition cost for delivery of the portable toilets.
- e. To receive an update on the stall and food vendor applications
- f. To consider and approve the number of stalls that can be booked
- g. To confirm the number tables to be purchased for the stalls
- h. To receive an update on the invitation of mascots.
- i. To receive and update on the arrangements for Santas grotto and agree any actions.
- j. To receive an update on the arrangements for the entertainment and agree any actions.
- k. To consider who to invite to switch the lights on
- l. To consider and approve proposals for the photo backboards and agree any actions.
- m. To receive an update on additional helpers
- n. To consider any other arrangements for the event and agree any actions.

014/CL/2526. Christmas Window Competition

- a. To receive an update on the arrangements for the competition and agree any actions.

015/CL/2526. 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.