

**ELLOUGHTON-CUM-BROUGH TOWN COUNCIL
MINUTES OF AN EVENTS AND PUBLICITY COMMITTEE MEETING
HELD ON WEDNESDAY 11 JULY 2018
AT THE TOWN COUNCIL OFFICE, 60 WELTON ROAD**

Members Present: Councillors Mrs. Brogden (Chairman), Credland, Mrs. Galbraith, Luckraft (Vice Chairman), and Muzaffar

Public Participation: No members of the public were present.

1. **TO ACCEPT APOLOGIES FOR ABSENCE** Councillors Mrs. Duckles and Galbraith
2. **TO DECIDE ON THE ELECTION OF CHAIRMAN AND VICE-CHAIRMAN**
It was proposed by Councillor Mrs. Galbraith, seconded by Councillor Muzaffar and agreed unanimously that Councillor Mrs. Brogden be Chairman of this Committee.

It was proposed by Councillor Mrs. Galbraith, seconded by Councillor Credland and agreed unanimously that Councillor Luckraft be Vice-Chairman of this Committee.
3. **TO ACCEPT DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA**
No declarations received.
4. **TO ACCEPT THE MINUTES OF THE ARTS, PUBLICITY & FUNDRAISING COMMITTEE MEETING HELD ON 9 MAY 2018**
It was proposed by Councillor Mrs. Galbraith, seconded by Councillor Luckraft and agreed unanimously that the minutes of the meeting held on 9th May 2018 be signed as a true and accurate record of the meeting.
5. **TO DECIDE ON MATTERS RELATING TO THE PETUARIA PRESS**
Discussion took place with regards to having the Petuaria Press delivered once again. Councillor Mrs. Brogden suggested contacting local youth groups with a view to paying them for delivery. The Deputy Clerk advised that this may have legal implications and is to make further investigations.

A suggestion was put forward to invite local businesses to advertise in the Petuaria Press, this would generate an income to feasibly cover delivery charges or other costs incurred with the Press. It was agreed to approach the Editor with the suggestion.
6. **TO CONSIDER MATTERS RELATING TO ARMISTICE 2018**
Information had been received regarding a Remembrance Day Silhouette Grant Scheme. This was considered, however due to the impending deadline and concern that the silhouettes would be damaged in public spaces it was decided not to go ahead with the scheme.
7. **TO CONSIDER MATTERS RELATING TO THE ARTS AND PHOTOGRAPHY EXHIBITION**
This item was deferred to the next Events and Publication Committee.
8. **TO CONSIDER MATTERS RELATING TO THE PETUARIA COMMUNITY AWARDS**
Following discussion, it was agreed that the next Award ceremony be held in conjunction with the 2019 Christmas Tree Festival. It was felt that the format be changed and renamed Petuaria Awards and the criteria to involve more than once category.

Signed as a True and Accurate Record by the Chairman Date

9. TO DECIDE ON MATTERS RELATING TO THE CHRISTMAS TREE FESTIVAL

The Christmas Tree Festival is to take place on Saturday 1st December 2018. Local Schools and groups have been notified. Other organisations are to be approached from September. It was agreed unanimously that the cost of the sponsorships for trees remain at £30.

10. TO NOTE BUDGET EXPENDITURE FOR 2017/18 – Noted.

11. TO NOTE THE DATE OF THE NEXT MEETING – Wednesday 12 September 2018