

# Elloughton cum Brough Town Council

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Minutes of the **Events and Publicity Committee** meeting held on **14 November 2018** in the **Committee Room**.

**Committee Members:** Cllr S Duckles, Cllr Luckraft, Cllr Brogden, Cllr K. Galbraith, Cllr Credland and Cllr T. Galbraith

**Also present:** Three members of the public

**Meeting Clerk:** Tom Clay, Town Clerk

## Minutes

Number	Item
	<b><u>Procedural items</u></b>
<b>E18.6</b>	<p><b>Apologies</b> The following apologies we received:</p> <ul style="list-style-type: none"> <li>• Cllr Muzaffar – Ill health</li> </ul> <p><b>RESOLVED: Committee resolved to note the apologies and accept the reason(s) given for absence.</b></p>
<b>E18.7</b>	<p><b>Declarations of interest</b> No declarations of interest in accordance with the requirements of the Localism Act 2011 were made.</p>
<b>E18.8</b>	<p><b>Minutes of the meeting held on 5 October 2018</b> Cllr K. Galbraith proposed, seconded by Cllr T. Galbraith, that the minutes be accepted as a true and accurate record of the meeting.</p> <p><b>RESOLVED: Committee resolved to approve the minutes as a true and accurate record.</b></p>
	<b><u>Business items</u></b>
<b>E18.9</b>	<p><b>To consider matters relating to the Petuaria Press</b></p> <p><b>RESOLVED: The Town Clerk was instructed to get in touch with Duncan McMillian and email round to Committee members a timetable for the next edition.</b></p>

E18.10	<p><b>To consider on matters relating to the Christmas Tree Festival – 1 December 2018</b> Cllr Brogden and the Town Clerk gave a brief update. Cllr Credland reported that he was working with Radio Humberside for the event.</p> <p><b>RESOLVED: Committee resolved that consideration of future Christmas events would take place after the current one had been completed.</b></p>																																	
E18.11	<p><b>To consider matters relating to the Art &amp; Photography Exhibition</b> A short update was given by the Town Clerk about dates for the event and Cllr Credland said that he would be in touch with the caterer for the preview night civic event.</p>																																	
E18.12	<p><b>To consider matters relating to the Petuaria Awards</b></p> <p><b>RESOLVED: Consideration of this item would be deferred until the next ordinary meeting of the Committee.</b></p>																																	
E18.13	<p><b>To consider matters relating to the Town Council website</b> The Town Clerk asked members to review the website, look at other councils and create a list of suggestions on how the site could be improved.</p> <p><b>RESOLVED: Committee members to report back to a future meeting with suggestions as outlined above.</b></p>																																	
E18.14	<p><b>To decide on the Events Committee request for Precept 2019/20</b> The Town Clerk set out the details of a report compiled and distributed in advance of the meeting. The report and proposal included within it were discussed at great length.</p> <p>Cllr K. Galbraith proposed, seconded by Cllr Luckraft, that the Finance and Strategic Planning Committee be recommended to consider Committee's budget requirement for the 2019-20 financial year as follows:</p> <table border="1" data-bbox="400 1554 1350 2007"> <thead> <tr> <th>N/C</th> <th>DESCRIPTION</th> <th>AMOUNT £</th> </tr> </thead> <tbody> <tr> <td>1110</td> <td>Sponsorship</td> <td>900</td> </tr> <tr> <td>1115</td> <td>PP Adverts</td> <td>2000</td> </tr> <tr> <td></td> <td><b>Total Income</b></td> <td><b>2900</b></td> </tr> <tr> <td>4500</td> <td>Events</td> <td>3000</td> </tr> <tr> <td>4505</td> <td>Events Misc. (Awards, paperweight, etc.)</td> <td>200</td> </tr> <tr> <td>4510</td> <td>Petuaria Press</td> <td>5000</td> </tr> <tr> <td>4515</td> <td>Map &amp; walk leaflets</td> <td>300</td> </tr> <tr> <td>4520</td> <td>Website</td> <td>100</td> </tr> <tr> <td></td> <td><b>Overhead Expenditure</b></td> <td><b>11595</b></td> </tr> <tr> <td></td> <td><b>Movement to/(from) Gen Reserve</b></td> <td><b>(8,695)</b></td> </tr> </tbody> </table>	N/C	DESCRIPTION	AMOUNT £	1110	Sponsorship	900	1115	PP Adverts	2000		<b>Total Income</b>	<b>2900</b>	4500	Events	3000	4505	Events Misc. (Awards, paperweight, etc.)	200	4510	Petuaria Press	5000	4515	Map & walk leaflets	300	4520	Website	100		<b>Overhead Expenditure</b>	<b>11595</b>		<b>Movement to/(from) Gen Reserve</b>	<b>(8,695)</b>
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<b>E18.14.1</b>	<b>RESOLVED: Committee resolved the proposal be accepted and that the Clerk be instructed to make the recommendation known to the Finance and Strategic Planning Committee at its next ordinary meeting.</b>
	<b><u>Next meeting</u></b>
<b>E18.15</b>	<b>Date and time of the next meeting</b> Committee confirmed the date and time of the next meeting to be held at <b>9 January 2019</b> in the <b>Committee Room of the Council Offices.</b>

**Meeting started 6pm and closed 6:47pm**

Document published on 15 November 2018

**Signed:** .....

**Print Name:** .....

**Print Position:** .....

**Date:** .....