



**CITY OF ELY COUNCIL  
CHRISTMAS LIGHTS COMMITTEE  
MINUTES OF A MEETING  
HELD ON MONDAY 11<sup>TH</sup> NOVEMBER 2019**

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**PRESENT:** Mrs S Jay – Deputy Clerk to the Council  
Cllr S Bellow                      Cllr E Every                      Cllr A Arnold                      Cllr R Denness  
Mr I Newstead                      Mr J Dennick                      Mr P Eden                      Miss L Newstead  
Mr M Chinery-Colyer

**ABSENT:**

Cllr M Downey

**1. APOLOGIES**

Apologies were received from Cllrs Wilkins & Austen.

**2. TO RECEIVE DECLARATIONS OF INTEREST**

No declarations of interest were received.

**3.. MINUTES OF THE LAST MEETING (HELD ON 14<sup>TH</sup> OCTOBER 2019) & MATTERS ARISING**

Minutes of the meetings held on the 14<sup>th</sup> October 2019 were agreed by members and signed as true record.  
Pages CL 175 & CL 176 refer.

Matters arising: page -CL 175 – The Deputy Clerk confirmed the Christmas Light's Tombola stall would not be going ahead this year.

**4. BUDGET UPDATE AND TO REVIEW BUDGET FOR 2020/21**

Members noted the budget update, dated the 5<sup>th</sup> November 2019. There were no significant variances.  
Members agreed the budget for 2020/21 should remain as set at the meeting held on the 14<sup>th</sup> October 2019,

**5. HEALTH AND SAFETY ISSUES**

Mr M Chinery-Colyer reported that the traffic cones purchased have worked well and that all vans in use, have a Health and Safety booklet in them. Mr Newstead reported the Event Management document had been issued to ECDC's Safety Advisory Group, in preparation for the meeting on the 14<sup>th</sup> November 2019.

**6. TO RECEIVE AN UPDATE FROM THE LIGHTING GROUP**

Mr Chinery-Colyer reported all was going well, with Newnham Street and Fore Hill completed. The passage ways will be completed this weekend and the tree will be delivered and erected on the 18<sup>th</sup> November 2019

**7. TO RECEIVE AN UPDATE FROM THE SWITCH ON GROUP**

Mr Newstead advised that all aspects of the event are now ready. The road closure letters have all been delivered.

The Deputy Clerk will confirm the toilets are to remain open.

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Chairman  
3<sup>rd</sup> February 2020

#### 8. ANY OTHER BUSINESS

Mr Chinery-Colyer advised the nets would be put up next weekend and requested input from the Switch On team with regards to the wording.

Mr Newstead advised help will be required from those Councillors that had volunteered from 1pm.

#### 9. DATE OF NEXT MEETINGS

- Monday 3<sup>rd</sup> February 2020 @ 6.30pm
- Monday 16<sup>th</sup> March @ 6.30pm
- Additional meetings will be arranged if required.

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Chairman  
3<sup>rd</sup> February 2019