

Town Clerk: Ms. Helen Watson FSLCC
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Wednesday 13th October 2021

To Members of the Christmas Lighting Group:

Cllrs T. Astell, D. Jack, D. Horsley, A. Willis
Prue Blake and Joy Jack (Christmas Lights Appeal Committee)
Geoffrey Sygrove (Beverley Lions); Peter Jacobson (East Riding of Yorkshire Council Street Lighting)

Christmas Lights Committee

You are hereby invited to attend a meeting of the Christmas Lighting Working Group to be held remotely via Zoom on the **20th October 2021 at 1.00pm.**

Yours faithfully,



Matthew Snowden
Acting Town Clerk

Notes About the Meeting

- **Delegation of Duties:** From May 2020 to 6th May 2021, the Emergency Coronavirus Act allowed Councils to meet and make resolutions via remotely technology. However, the Government decided to discontinue this from 6th May 2021 onwards. Therefore, on 12th April 2021, Full Council resolved to delegated all decisions to the Acting Town Clerk (other than those that by law cannot be delegated). It was also resolved to continue holding meetings, but due to being unable to make direct resolutions remotely, all decisions made by Councillors will be recommendations to advise the Acting Town Clerk in their decision making.
- **Observing Meetings:** Members of the public can view live-streams of meetings via the Town Council's YouTube Channel: <http://tiny.cc/ra3xtz>
- **Recordings:** Members of the public are entitled to record meetings. The Town Council's full policy regarding Recording of Meetings can be found on the website: <https://www.beverley.gov.uk/policies-procedures/>

AGENDA

1. Introduction

The Chair to explain that the meeting is being live-streamed on You Tube via Zoom, detail the meeting protocol in terms of using remote technology and make a rollcall of Councillors and Officers.

2. To receive apologies for absence

3. To note the minutes of the last meeting held on the 1st September 2021 (previously approved at Full Council on 20th October 2021 - see attached)

4. Way Forward

To receive an update from the Acting Town Clerk regarding the working group becoming Standing Committee.

5. Updates

To receive updates on Christmas Lights installations and infrastructure.

6. Switch-on Ceremony

To receive an update regarding the Christmas Lights Switch-on Ceremony in 2021.



Minutes of Christmas Lights Working Group

1st September 2021

1:00 pm via Zoom

(Due to the COVID-19 pandemic it was not possible for the Working Group to meet in person)

Present: Councillor D. Jack, Councillor D. Horsley, Councillor A. Willis (Chair) and Mrs Joy Jack (Christmas Lights Appeal Group).

In Attendance: Matthew Snowden (Acting Town Clerk)

Delegation of Duties: From May 2020 to 6th May 2021, the Emergency Coronavirus Act allowed Councils to meet and make resolutions via remotely technology. However, the Government decided to discontinue this from 6th May 2021 onwards. Therefore, on 12th April 2021, Full Council resolved to delegated all decisions to the Acting Town Clerk (other than those that by law cannot be delegated). It was also resolved to continue holding meetings, but due to being unable to make direct resolutions remotely, all decisions made by Councillors will be recommendations to advise the Acting Town Clerk in their decision making.

14/21: Introduction

The Chair to explain that the meeting is being live-streamed on You Tube via Zoom, detail the meeting protocol in terms of using remote technology and make a rollcall of Councillors and Officers

The Chair explained the meeting is being live-streamed on You Tube via Zoom.

15/21: To receive apologies for absence

Apologies had been received from Councillor T. Astell, Mrs Pru Blake and Mr Peter Jacobson (ERYC).

16/21: To note the minutes of the last meeting held on the 13th July 2021

The Working Group noted the minutes of the meeting of 13th July 2021.

17/21: Way Forward: To receive information from the Town Clerk regarding a proposal that Christmas Lights moves from being a Working Group that feeds into the Planning Property and Services Committee, to become a Standing Committee in its own right.

Members of the Working Group welcomed the proposal that the Christmas Lights Working Group should become a full Standing Committee of the Town Council.

18/21: Updates

18.1: Lights Infrastructure/Electrics (Peter Jacobson to report)

In Peter Jacobson's absence, it was agreed that Cllr D. Jack will liaise with him to arrange a site meeting to discuss infrastructure issues.

18.2: New Purchases Made (Acting Town Clerk to report)

The Acting Town Clerk reported that the purchases previously requested had been made and that the Finance Officer will liaise with Joy Jack regarding any further purchases the Christmas Lights Appeal Group may require.

18.3: Potential New Purchases (Acting Town Clerk to report)

The Acting Town Clerk reported that he was investigating the costs of Christmas Tree planters, which include lights that are jointly powered by solar and lithium batteries.

18.4: Other infrastructure Issues

There were no other issues to report.

19/21: Switch-on Ceremony

Cllr D. Jack reported that he had spoken to Geoff Sygrove, who explained the Beverley Lions were hoping to organize a small switch-on event at the Market Cross and that the Westwood Lions had offered their support. The Acting Town Clerk explained that should photocopying be required for the event programme, the Town Council could provide this.

The meeting finished at 1:16pm.

Signed: _____

Date: _____