



# Coleford Town Council

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## Events & Marketing Committee Monday 11 March 2019 Minutes

Attendees: Cllrs Penny, Holloway, Baird, E Elsmore, C Elsmore, Lusty & Kay

1. Apologies were noted from Cllr Ball
2. There were no declarations of interest on items on the agenda
3. There were no dispensations requests
4. The minutes of 5 February 2019 were noted
- 5. To make recommendation re Forest of Dean Scouts presentation of St George's Day badges**

Cllr Penny the cost of the badges had been met but as yet no response had been received from the scouts regarding the presentation

### **Recommendation**

That we will await the information from the scouts but no budget will be allocated for the presentation.

### **6. To make recommendation re Bells Field Skate Jam**

The Clerk confirmed that the date was available but the costs had increased

### **Recommendation**

That clarification is sought re the package offered by the provider to ensure that all aspect of security, health & safety are covered. Information to be available for Full Council.

### **7. To make recommendation re 2019 Events Leaflet in light of delays to new Town Guide**

Cllr Penny reported that there had been many requests for a new town events leaflet and unfortunately it did not seem that the production town guide was viable in the required timescales

Cllr Penny declared a pecuniary interest and left the room

The committee considered the most cost effective method of producing an events leaflet quickly

### **Recommendation**

That we produce an events leaflet at a total cost of £984.00 which is within budget. That NPES are asked to produce. That it delivered by Glide over a 4 month period. This is to include distribution locally, The Wye Valley Tourist Assoc area & Bristol.

Cllr Penny returned to the room

### **8. To have an update on the production of a CTC Newsletter**

The Clerk reported that the copy was with the typesetter and a draft had been received which would be distributed. The distribution would be via Councillors in their own areas plus placing in shops, surgeries & public access points across the parish public. A print run of 4000.