



# Coleford Town Council

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## Events & Marketing Committee Tuesday 1 October 2019 Minutes

**Attendees: Cllrs Kay, Penny, Brown, Allaway-Martin, Elsmore, S Cox & Drury**

### **Public Form**

There was no one present in the public forum

1. Apologies were noted from Cllrs Barnham, Ball & Holloway
2. Cllr Penny declared a pecuniary interest in items 6.
3. Cllrs Penny's dispensations re item 6 stands
4. The minutes of 3 September 2019 were noted. Cllr Cox mentioned that Cllr M Cox's apologies for the last meeting were incorrect. Cllr Drury mentioned his concern that the Christmas school parade had reverted to a fancy dress parade and that the Council were not as in previous years providing artistic support to increase the children's skills. It was a backward step.

### **5. To make recommendation re Remembrance events for 2019**

Cllr Penny reported he has received the itinerary for the Remembrance events that day from the British Legion. Events being

Saturday 9 November Concert at Baptist Church 7.00 pm

Sunday 10 November Parade & Service commencing at police station at 10.15 am, march off at 10.30 am. Service at the Baptist Church

Monday 11 November 2 min silence on Clock Tower, meeting at 10.45 am. St Johns School coming to sing.

#### **Recommendation**

That the Town Council:

Support all the British Legion events

The Police Cadets are invited to attend the parade on 11 November

The Town Council obtain costing for uplighting the Clock Tower red on both Saturday & Sunday evenings

The Town Council promote the events in the town & on social media

The Clerk to investigate the possibility of obtaining a maroon for the 11 November

### **6. To make recommendation re the Coleford Walking Festival 2020 and Walkers are Welcome for the town**

Cllr Penny gave a brief explanation of the Coleford Walking Festival

Cllr Cox explained that Walkers are Welcome is a national campaign to highlight communities which are amenable to walkers offering both walks and businesses that welcome walkers.

Whilst the support of the Town Council is necessary it is a community led project which must display the support of the local community.

#### **Recommendation**

That the Town Council:

Support the application to Walkers are Welcome but that the project is led by the organisers of the Walking Festival

Support the Walking Festival next year and an appropriate sum is allocated which in the past has been in the region of £1500.00

### **7. To make recommendation re producing the next Coleford Town Council newsletter** **Recommendation**



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That the Town Council:

Produce a newsletter ready for distribution at the end of November

A new format is sought from the designers

Areas covered are

The new council, councillors (with contact details) & ward boundaries

5 year plan

What the previous Council achieved

Neighbourhood Watch

A police report

Dementia Alliance

Plastic Free campaign

What's on in Coleford

The distribution is done by councillors to areas within their wards which will be allocated by the office

## **8. To make recommendation re the Council having a presence at appropriate Festivals in the district**

### **Recommendation**

That the Town Council provide a presence at the local festivals i.e.: Faddle Fair, Carnival of Transport, Coleford Music Festival, school fetes & Great Oaks Hospice fete

This commences at the Faddle Fair on 30 November 19

Some promotional material to be created by the office to promote, Walkers are Welcome, the plastic free campaign & the 5 year plan

Cllr Kay requested an extension to 7.00 pm

## **9. To make recommendation re Promotional Items - budget code 4282**

### **Recommendation**

That the Town Council:

Consider producing a Coleford postcard

That 50% of the lamppost banners are renewed some with new Coleford logo & adverts for the generic event for the spring

That a Town Council gazebo is produced with both the Coleford Town & Coleford Town Council branding

A quantity of table talkers are produced to promote the Heritage App. Foresters Forest are asked to do the design

The meeting closed at 6.59 pm