



Minutes of the meeting of Whitland Town Council Christmas Committee held on 5th November 2018.

Present: Cllrs Barry Chapman, Gabriela Poore, County Cllr Sue Allen and the Clerk.

No apologies were received.

It was agreed to work through the items as detailed in the previous meeting to ensure consistency and that all updates were recorded.

Cllr Chapman agreed to confirm with Penderi Furniture about the electrical connection, and supply a timer switch.

The draft letters for businesses, and residents as well as the car notice and general flyer were all discussed and approved to go to full Council.

The Clerk would distribute the business letters on Friday 9th to allow time for them to set up their window displays. The voting arrangements were discussed and it was agreed to use coloured card for simplicity.

The Clerk would distribute the householder's letter on Friday 23rd November.

The Clerk would provide 15 bilingual double-sided sheets of the car park notice to Cllr Chapman by Friday 30th November to distribute as necessary.

The Clerk or Cllr Poore would arrange the printing of the general flyers as soon as possible and pass out to all for distribution.

Cllr Chapman would check the halogen lighting for the alleyway, and also co-ordinate with Birch regarding the tree decoration, probably over the weekend of 23rd. Cllr Allen would ensure the trees arrived prior to that date.

It was agreed that Cllr Chapman would provide access to the electrician to PAT test the lights and then arrange installation.

Cllr Poore would discuss the tree on the corner nearby with MPH as soon as possible.

The Clerk and County Cllr Allen would contact the tractor run organiser to confirm timings and arrangements.

The fancy dress plan was removed due to lack of organising capacity.

It was agreed the Clerk should increase the promotion via Facebook, and Cllr Poore would contact the press, whilst County Cllr Allen would contact various radio stations.

The final timetable would be tweaked in view of the above and Santa's busy schedule, and would be circulated as soon as possible.

Signed by Chair

Date
