



# Coleford Town Council

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## Events & Marketing Committee Tuesday 6 November 2018 Minutes

Attendees: Cllrs C Elsmore, E Elsmore, Baird, Lusty, Kay, Allaway Martin

1. Apologies were noted from Cllrs Penny & Holloway
2. There were no declarations of interest on items on the agenda
3. There were no dispensations requests
4. The minutes of 2 October 2018 were noted
5. To make recommendation re the budget for 2018 -19  
See attached sheet
6. **To make recommendation re Christmas Lights switch on event and parade**  
All appears to be on track. The cups for the shop window competition have been engraved. Cllr Drury reported that the workshops for the shadow theatres are underway and the parade will included simple lanterns. There will be approximately 20 shadow theatres around the town.



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	Original	Revised	Notes		Original
<u>EVENTS:</u>	£k			<u>MARKETING:</u>	£k
Coleford Music Festival	20			Event Leaflets	0.8
Carnival of Transport	3			Newsletter	1
Festival of Words	2			Promotional videos	1.5
Xmas Lights (fixtures etc)	4			Website	1
Xmas Lights (Switch On/Parade)	3			Lampost Banner Signage	1.5
Civic Dinner (Flowers and Music)	1.5			Town Guide	0
St Georges Day Parade / Event	1.2			Adverts in Tourism Publications	1
Walking Festival	2			Town Branding eg pull up banners	0.5
Bike Festival to inc. potential Meule Bleue event	4			Marketing of heritage app	0.3
Faddle Fair Stall Hire	2.5		2		7.6
Community / Volunteering event	1				
Sealed Knot PA system only	0.2				
Coleford Grand Prix Soapbox Derby	7		1	<u>TWINNING:</u>	£k
Street Food event	2.5			Hosting visits from St Hilaire	4
Bells Field: Skate Jam	2		3	Admin, gifts etc	0.5
Bells Field: Day of Theatre	2			Grants to assist groups visiting FR	2.5
Bells Field: Pop up bands	1				7
Bells Field: Some form of wildlife event	0.5				
Continental Market (marketing only)	0.5				Original
To be defined Events inc brass bands etc on tump	5			<u>BALANCE:</u>	£k
	64.9			<u>EVENTS</u>	64.9
				<u>MARKETING</u>	7.6
<u>NOTES:</u>				<u>TWINNING</u>	7
1 - Would we wish to try and run the Soapbox again next year?					79.5
2 - Run by St John Street traders associated but stalls hired bt CTC					
3 - Run by Maverick					