

**ELLOUGHTON-CUM-BROUGH TOWN COUNCIL
MINUTES OF AN ARTS, PUBLICITY AND FUNDRAISING COMMITTEE MEETING
HELD ON WEDNESDAY 8 NOVEMBER 2017
AT THE TOWN COUNCIL OFFICE, 60 WELTON ROAD**

Present: Councillors Mrs. Brogden (Chairman), Credland, Mrs. Duckles, Mrs. Galbraith, T. Galbraith, Luckraft (Vice-Chairman) and Muzaffar.

Duncan McMillan (Petuaria Press) and Brian Parker were invited to attend the meeting for items 4 and 7.

1. **TO ACCEPT APOLOGIES FOR ABSENCE** - None
2. **TO ACCEPT DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA**
No declarations received
3. **TO ACCEPT THE MINUTES OF THE ARTS, PUBLICITY & FUNDRAISING COMMITTEE MEETING HELD ON 13 SEPTEMBER 2017**
It was proposed by Councillor T. Galbraith seconded by Councillor Mrs. Galbraith and agreed unanimously that the minutes of the meeting held on 13 September 2017 be signed as a true and accurate record of the meeting.
4. **TO DECIDE ON MATTERS RELATING TO THE PETUARIA PRESS**
Duncan McMillan circulated a list of stories for inclusion in the next edition of the Petuaria Press and discussion followed.

A quote has been received from the printers to include an insertion for the next edition. It was agreed to have 1,000 copies printed once again with a review for the following issue.

5. **TO CONSIDER MATTERS RELATING TO THE ARTS AND PHOTOGRAPHY EXHIBITION 6-8 APRIL 2017**
Discussion took place with regard to sponsorships. Rather than approaching businesses twice yearly, it was put forward that an amount be set to cover both events and businesses be approached on a yearly basis instead. This could have implications if an event has to be cancelled, however an amount of £50 was suggested for both events.
6. **TO CONSIDER MATTERS RELATING TO THE PETUARIA AWARDS – 7 APRIL 2017**
The Nomination form for the Petuaria Awards is now on the website and copies can be obtained from the Town Council Office.
Councillor Mrs. Brogden confirmed that a pianist has been booked for the event.
7. **TO DECIDE ON MATTERS RELATING TO THE CHRISTMAS TREE FESTIVAL 2 DECEMBER 2017**
The Deputy Clerk informed that all the trees have now been taken for the event and sponsors matched. A total of £640 (including prize money) has been raised in sponsorship.
The Committee thanked Mr. Parker for kindly agreeing to take on the role of Father Christmas. Following discussion it was proposed by Councillor Mrs. Brogden, seconded by Councillor Luckraft and agreed unanimously that an amount of £100 be set aside for small gifts for Santa's sack.
It was reported that Morrison's have donated a hamper for one of the raffle prizes.
Councillor Mrs. Brogden organised a rota for help with the Festival.

Signed as a True and Accurate Record by the Chairman Date

8. TO DECIDE ON BUDGETS FOR 2018/19

Following discussion, it was proposed by Councillor Mrs. Brogden, seconded by Councillor Mrs. Duckles and agreed unanimously that the budget be set at £4,800 (same as 2017/18.)

9. TO NOTE BUDGET EXPENDITURE FOR 2017/18 – Noted.

10. TO NOTE THE DATE OF THE NEXT MEETING – Wednesday 10 January 2018.