

Elloughton-cum-Brough Town Council
60 Welton Road, Brough, HU15 1BH
Write to: PO Box 124, Brough, HU15 1YH
Telephone: 01482 665600



6th September 2023

Dear Councillor

You are hereby summoned to attend an Events and Publicity Meeting of Elloughton cum Brough Town Council to be held in the Town Council Offices, The Old Library, Elloughton Road, Brough, HU15 1AE at **6.00pm on Tuesday 12th September 2023.**

A handwritten signature in black ink, appearing to read "P Beverley".

Philippa Beverley
Town Clerk at Elloughton cum Brough Town Council

Public Forum – The Public Forum will commence at 6.00pm. The period of time designated for public participation shall not exceed 15 minutes. Each member of the public may only speak once and for no longer than 3 minutes.

AGENDA

1. To accept apologies.
2. To accept Declarations of Interests relating to items on the agenda.
3. To confirm as a correct record the Minutes of an Events and Publicity Committee Meeting held on 11th July 2023.
4. To give a verbal feedback on the Treasure Hunt 2023 and approve additional over spend of £9.38 on chocolate coins.
5. To approve printing cost of the last Petuaria Press at cost of £40.74 exc. VAT.
6. To note date and location of the Elloughton-cum-Brough Business Forum and Key Objectives.
7. To receive verbal update on Outdoor Cinema event, including ticket sales and confirmed vendors.
8. To discuss possibility of producing an advertising 'trailer' at the Outdoor Cinema event and approve a charge of £25 per business feature.
9. To approve the cost of 20 hay bales for £50 for the Outdoor Cinema event.
10. To approve £100 for 4 Outdoor Cinema Promotional Banners.
11. To approve Halloween Pumpkin Competition 2023.
12. To approve costs for Halloween Promotional Posters at a cost of £50.
13. To approve cost of the Snow Machine for the Christmas Lights Switch On, at a cost of £450 exc. VAT.
14. To approve purchase of 4 banners at a cost of £100 and posters at a cost of £50 to promote Christmas Light Switch On.
15. To approve a budget for Christmas gifts at Christmas Lights Switch On at a cost of £400.
16. To approve cost of road closure for Christmas Light Switch on at a cost of £290.
17. To note Road Closure approved for Christmas Light switch on and approve notification letter to be delivered to local residents.
18. To approve a fall back budget for £1000 to cover Christmas Light Switch On requirements.
19. To approve costs Road Closure signage (to be presented at meeting).
20. To discuss involvement with the Church regarding Remembrance Parade and subsequent Road Closure.
21. To approve cost of Cherry-pickers for the Remembrance Poppies and Christmas Star installation.
22. To note the next Events Meeting is to be held at 6.00pm on Tuesday 14th November 2023, to be held in the Town Council Offices, The Old Library, 44 Elloughton Road, Brough, HU15 1AE.