

# LYDNEY TOWN COUNCIL

## AMENITIES COMMITTEE

**DRAFT** - Minutes of the Amenities Committee Meeting held in Council Chambers,  
Claremont House,  
Lydney on  
**Monday 27<sup>th</sup> April 2026 at 7.00pm**

**PRESENT:** Councillors S Holmes (Chair), C Harris, R Holmes, T Lindsay, P Johns,  
M Jones, T Saunders and E Taylor

**Also Present:** Louise Bendall - Deputy Clerk & Minute Taker  
Leanne Gay – Senior Administrator

**Members of the Public:** No members of the public were present

Cllr Saunders gave the usual housekeeping announcements.

	<b><u>OPEN FORUM</u></b>
	No items raised
1.	<b><u>APOLOGIES</u></b>
	No apologies were received as all committee members were present.
2.	<b><u>DECLARATIONS OF INTEREST</u></b>
	To received Declarations of Interest in respect of matters contained in this agenda. In accordance with Lydney Town Council's current Code of Conduct in respect of Members. Cllr M Jones declared a non-pecuniary interest in agenda item 6 regarding the igloo.
3.	<b><u>MINUTES OF PREVIOUS MEETINGS</u></b>
	To approve as a correct record the minutes of the Amenities Committee meeting held on Monday 19 <sup>th</sup> January 2026 It was proposed and seconded that the minutes of the meeting of the Committee held on Monday 19 <sup>th</sup> January 2026 be accepted as read and correct. <b>Resolved: Majority Approved</b>
4.	<b><u>TOWN CLERK'S REPORT</u></b>
	To note the Town Clerk's report The Clerk's report was received and noted An update was requested regarding the reimbursement for the bin that was damaged during an illegal fireworks display on The Mesne. Cllr Sanders advised that she would follow this up.  It was noted that the rubbish bin, planter, and bench destroyed following a vehicle crash at Newerne Bridge had yet to be reinstalled; this had been discussed with GCC Highways, and Cllr Harris will follow up with them.

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5.	<p><b><u>REALLOCATION OF PARK EVENTS BUDGET (2026/2027)</u></b></p> <p>To receive a report regarding the current allocation of the Park Events Budget and to consider transferring the budget from Bathurst Park (Budget Code 4350/250) to the Amenities Events Budget (Budget Code 4850/400), reflecting that these are Town Council-led events.</p> <p>Following discussion, it was proposed by the Chair and agreed that the Park Events Budget be transferred from Bathurst Park (Budget Code 4350/250) to the Amenities Events Budget (Budget Code 4850/400).</p> <p><b>Resolved: Unanimously Approved</b></p> <p>This will be added to the next Bathurst Park and Recreation Trust meeting to note.</p>
6.	<p><b><u>IGLOO</u></b></p> <p>To discuss the expressions of interest received for the Igloo and agree its new home</p> <p>Following review of the expression of interests received for the Igloo, it was proposed (MJ) and seconded (ET) to gift the igloo to Severnbanks Primary School Parent, Teacher and Friends Association (PTFA).</p> <p><b>Resolved: Unanimously Approved</b></p> <p>As previously resolved by the committee the igloo is to be retained for a minimum of two years and is not to be re-sold within this period; permission must be sought from the council if sold within the two years. The organisation must advise the council if the igloo is no longer fit for purpose within the two year period.</p>
7.	<p><b><u>CHRISTMAS PARADE &amp; LIGHT SWITCH ON 2026</u></b></p> <p>To discuss and agree the Christmas Parade and Light Switch details for 2026. Following discussion, chair proposed for the following be approved:</p> <ul style="list-style-type: none"> <li>• Christmas Event Timings <ul style="list-style-type: none"> <li>Quiet Time with Father Christmas 2pm to 3pm</li> <li>General Public Father Christmas Times 3pm to 4.45pm and 5.45pm to 6.30pm</li> <li>Stall Holders setting up from 1.30pm and trading from 3pm to 7pm</li> </ul> </li> <li>• Christmas Parade route timings <ul style="list-style-type: none"> <li>The route will remain the same as previous years and will set off at 5pm from Hams Road carpark, arriving at the Town Hall at approx. 5.30pm</li> </ul> </li> <li>• Road Closure <ul style="list-style-type: none"> <li>Due to reorganisation of the stalls, rides etc. the road by The Cross will only need to be shut between 5pm and 7pm</li> </ul> </li> <li>• Fees to charge food vendors - £40</li> <li>• Fees to charge non-food vendors £20</li> <li>• Fee to charge Amusement vendors £40</li> <li>• Marshals &amp; Volunteers– to appoint 4x4 vehicles and volunteer marshals</li> <li>• Petty Cash same as last year £300</li> <li>• Grotto Entry – remain the same as last year £5 per child (presents will be rotated from previous year(s) to avoid duplication of gifts where possible)</li> <li>• Council Staff working – to be in line with the Green Book (double time) with the option of payment or lieu time.</li> </ul> <p><b>Resolved: Unanimously Approved</b></p>

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	<p>It was noted that costings for additional lights, storage boxes, shelving, a small gazebo, etc., will be obtained for discussion and approval at the next Amenities Committee meeting.</p> <p>The Amenities Committee will consider the current Christmas lights contracts, with a view to consolidating them into a single contract.</p>
8.	<b><u>DATE OF NEXT MEETING</u></b>
	<p>Monday 20<sup>th</sup> July 2026, time to be confirmed, at the Council Chambers, Claremont House, High Street, Lydney</p> <p>Cllr S Holmes thanked the committee members for their hard work and support over the past year</p>
	Meeting ended at 7.45pm

Chair .....

Date .....

DRAFT