

**WIGTON TOWN COUNCIL**  
**A MEETING OF THE FESTIVALS COMMITTEE WAS**  
**HELD ON TUESDAY 18<sup>TH</sup> OCTOBER 2022 AT 6:15 PM**

**PRESENT**

Councillors Ferriby, Scott, Armstrong, Hodson, Crouch  
S Keaveney, Clare Stabler (NADT)

**FES/15/2022 TO RECEIVE APOLOGIES & RECORD REASONS FOR ABSENCE**

Ellie Jones

**FES/16/2022 DECLARATIONS OF INTEREST/DISPENSATIONS**

None

**FES/17/2022 EXCLUSION OF PRESS AND PUBLIC**

None

**FES/18 /2022 EVENTS**

**18.1 Minutes and actions of previous meeting**

Cllr Ferriby opened the meeting thanking all for attending and outlined the purpose of the meeting which was to ensure all ideas and previous conversations are making progress.

Cllr Ferriby referred to the previous minutes and actions:

1. Clerk's office to establish whether WTC can have up to two gazebos at the event. **CLOSED** – WTC can have two gazebos.
2. Clerk's office to find out if ABC have gazebos left to hire. **ACTION** – keep open to ensure there are gazebos if required.
3. SK to check and notify WTC of any volunteers that may be available. **ONGOING** – SK confirmed she would be able to provide volunteers for Saturday and Sunday for the ice rink. WTC will still need further volunteers for Friday.
4. Clerk's office to create a timetable to cover all events from Friday – Sunday. **ONGOING** – timetable sent out but only one reply so far.
5. SK to confirm if a sound system can be provided. **CLOSED** – SK confirmed.
6. Clerk's office to contact ABC regarding free or reduced parking. **ONGOING** – The request has been submitted.
7. Cllr Hodson to confirm the samba band. **ONGOING** – samba band have confirmed they are available, they need to be provided with times.
8. Clerk's office to confirm the number of confirmed stalls by contacting Ellie Jones – **ONGOING** – 12 stall confirmed but there are still a further 8 slots.

## **18.2 Christmas Lights/Sponsorship/Fundraising**

The town clerk provided the committee with an update around sponsorship after being in contact with Futamura. Futamura's charity committee had met and agreed to donate £1000 to the Christmas lights event, allowing WTC to choose what to spend the money on.

The committee then continued to discuss ongoing actions related to the Christmas light event. Café Shan had been in touch with Ellie Jones to secure a stall but in the form of a converted horsebox. The Cllrs asked what type of food would be sold as they would not be able to sell food that is similar to other food vendors. It was suggested they would be able to offer pizzas and burgers. **ACTION** – Clerk's office to get in touch with Shan to establish what food will be sold and let them know not to offer the same food as other vendors.

Cllr Crouch mentioned he may be able to have a gazebo doing food demonstrations.

It was discussed that the 6 Town Team gazebos needed to be kept for back stage.

**ACTION** – Clerk's office to establish:

- If there are still 6 gazebos that are in working order and reserve them for back stage.
- To confirm how many extra gazebos are required from ABC
- To confirm how we pick them up and who will pick them up.

Cllr Ferriby brought the ice rink to the committee's attention, asking how we plan on contacting the primary schools. It was **AGREED** the clerk's office would contact all the primary schools, offering an amount of slots available on Friday 25<sup>th</sup> November on a first come, first serve basis, allowing the school to decide how to distribute the slots between pupils. **ACTION** – The clerk's office to contact schools after half term.

Cllr Ferriby also mentioned the need to have a parking sign to be placed outside of the Nelson Thomlinson car park, Cllr Hodson explained that EJ would have a sign.

**ACTION** – to ask EJ for the sign.

The Santa's Grotto was discussed to find an alternative solution to having it at Vibes which will no longer be open. SK and the Town Clerk agreed to work together to investigate the possibility of having the grotto in the Market Hall reception. **ACTION** – SK and the Town Clerk to work together.

SK explained that she would prefer if Cumbria Constabulary was contacted prior to the Christmas event if Santa's grotto was to be in the Market Hall to ensure there is some Police presence in and around the area of the back of the Lion and Lamb pub.

**ACTION** – The clerk's office to contact Cumbria Constabulary.

The committee then looked at the finances of the festival committee. The clerk provided members of a breakdown of costs of all festivals for the year which did show an estimated overspend of almost £14000. SK confirmed the cost of the stage and acts which was £12975. It was agreed that an Extraordinary meeting would need to be called to authorise an overspend on the festival budget before any further decisions were made. **ACTION** – The clerk to call an EOM.

The final discussion point was around advertising the event on social media.  
**ACTION** – The clerk's office to update Facebook. Cllr Scott to circulate the poster.

**Meeting closed at 7:40pm.**

**Date of next meeting: Tuesday 1<sup>st</sup> November at 18:00.**