

WIGTON TOWN COUNCIL
A MEETING OF THE FESTIVALS COMMITTEE WAS
HELD ON TUESDAY 8th NOVEMBER 2022 AT 6:15 PM

PRESENT

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

Clerk: E. Ireton

FES/19/2022 TO RECEIVE APOLOGIES & RECORD REASONS FOR ABSENCE

Ellie Jones

FES/20/2022 DECLARATIONS OF INTEREST/DISPENSATIONS

None

FES/21/2022 EXCLUSION OF PRESS AND PUBLIC

None

FES/22 /2022 EVENTS

22.1 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 activities and previous actions had been completed and to discuss outstanding actions necessary for the event to proceed. Previous minutes and actions were checked.

The committee then had a discussion around what was still left to complete, what actions were outstanding and allowed for committee members to ask questions and clarify specific roles and responsibilities.

22.2 Christmas Lights/Sponsorship/Fundraising

It was noted that a minimum of four people were required to erect gazebos and that street runners would be essential on the day. SK asked the clerk what the plan was, the clerk replied that there were now enough volunteers and that a plan would be circulated by the end of the week, 11th November to allow for any changes. **ACTION – Clerk to circulate a plan.**

SK also requested that the TC spoke to Cumbria Constabulary as previous events had suggested that a Police presence may be required. **ACTION – Clerk to contact Cumbria Constabulary.**

Cllr Armstrong confirmed he required two gazebos that would be placed outside of the Market Hall, this is where he and Cllr Hodson would set up mini golf. It was also requested that sides would be required. **ACTION – Clerk's office to ensure there are enough sides for all gazebos.**

It was also confirmed that the elf parade would start at the fountain AT 11:45 am and follow Santa back to the Market Hall where the grotto would be. The elf parade would be led by the NTS Samba band, Cllr Hodson agreed to liaise with the Samba band to confirm times.

It was noted by Cllrs Hodson, Armstrong and SK that an extra person would be required to take the money and control queues for Santa. **ACTION – Clerk to ensure the plan incorporates a person taking money for Santa’s Grotto.**

The clerk also confirmed that a new Santa suit had been purchased.

Stan Palmer FORD have also donated a £250 Asda voucher for the raffle. Further local businesses had also donated prizes. The TC are facilitating the raffle with prizes been drawn on Monday 28th November.

SK and CS (NADT) noted that they were hosting the Santa’s Grotto which would be held in the Market Hall’s reception area. The agreement was that TC would be responsible for purchasing the presents for the grotto and SK and her team would decorate the grotto from the Thursday evening and provide the accompanying elf. SK confirmed she had received a donation which would go towards the decorations but the TC also had £200 in the budget towards decorations. It was agreed that SK would invoice the TC for what the donation did not cover up to £200. SK also confirmed that her team were volunteering over weekend to ensure that the ice rink was covered (taking payment).

The clerk mentioned that the local schools had not taken the offer of using the ice rink on the Friday, Cllr Hodson suggested asking schools further outside of the town.

Chairs on stalls would also be required on the day. **ACTION – Clerk to ensure there are 8 chairs available.**

Meeting closed at 6:56pm

Date of next meeting: 21st February 2023.