



## WISBECH TOWN COUNCIL

### COMMUNITY EVENTS AND FESTIVALS COMMITTEE

17 OCTOBER 2016 – 7.30 pm

#### MINUTES OF MEETING

**Present:** Councillor Miss Hoy, Chairman; Councillors Oliver, Miss Oliver and Tierney.

**Apologies:** Councillor Tibbs.

**In attendance:** Mr C Gay (representing Wisbech Lions) and Mrs A Nixon and Mr J Nixon (representing Tin Fish Creative).

**Public Participation:** None requested.

The minutes of the meeting of the Community Events and Festivals Committee held on 13 June 2016 were confirmed and signed.

#### **C5/16 Arrangements for the Christmas 2016 Lights Switch-on event**

Members discussed the arrangements for the Christmas 2016 Lights Switch-on event, to take place on 27 November 2016 at Wisbech Market Place.

Mrs A Nixon circulated a document which included a draft running order for the event (3.00 pm until 6.00 pm) and estimated times for the various elements of setting-up.

In addition to the programme of entertainment on the stage, there would be an ice rink, fairground, various stalls and other activities.

Members considered the manner in which the event would be advertised/promoted to the public; the measures agreed include the use of banners, newspaper articles, leaflets, posters and social media.

Fundraising towards the cost of the event would be undertaken through the sale of wrist bands and raffle tickets. The committee was informed by Mrs Nixon of the raffle prizes which had been secured to date.

Members are mindful of the need to “recruit” volunteers to assist with operation of the event and they sought to identify likely persons/groups in that regard.

Members decided that

- (1) the current progress situation be noted;
- (2) the sum of £1,000 in this year’s Community Events and Festivals budget which had been allocated to fund a Schwaben Redoubt Commemoration event, which had not been spent because no such event had been organised, be used to contribute towards the cost of providing the ice rink.

#### **C6/16 Dates of future meetings**

Members decided that the next meeting of this committee be scheduled for Tuesday 10 January 2017 (to commence at 7.30 pm), for the purpose of formulating an events and festivals programme



for 2017, and that the Community Events and Festivals Working Party would meet on a monthly (approximately) basis, with the next meeting of the working party to take place on 14 November 2016 (to commence at 7.30 pm)

**Meeting finished at 8.20 pm.**

Signed.....

Dated.....