



**Minutes of the Christmas in Credition Sub-Committee meeting held on Wednesday,
February 7, 2024 at 11:30 in The Bungalow, 8 North Street, EX17 2BT.**

Present: Cllrs Liz Brookes-Hocking, Steve Huxtable and Jim Cairney, Jack Robson and Alan Quick

In Attendance: Jo Davey, Projects & Events Officer

Minute Taker: Emma Anderson, Deputy Clerk

MINUTES

44 APOLOGIES

None received.

45 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

Cllr J Cairney declared that as a member of more than one authority that any views or opinions expressed at this meeting would be provisional and would not prejudice any views expressed at a meeting of another authority.

There were no dispensation requests.

46 CHRISTMAS IN CREDITON SUB-COMMITTEE MINUTES

It was **resolved** to approve the minutes. (Proposed by Cllr Brookes-Hocking)

47 CLIMATE EMERGENCY

This was **noted**.

48 CHRISTMAS IN CREDITON 2023

The Committee were pleased with the event, lots of positive comments and feedback had been received and overall, it was a huge success. The Committee discussed certain elements from the 2023 event including the following:

- Good feedback from traders – high street was busy.
- Only 4 traders/businesses sponsored the event in 2023.
- Positive feedback from primary schools – very happy with change to time slot.
- Town Square entertainment – consider purchasing barriers as the crowds got very close to the sound/music equipment, particularly during school performances.
- Vendors/peddlers – Cllr Cairney agreed to look into the licensing rules in relation to the selling of flashing plastic lights and whether we can prevent this at future events.
- No plant-based food on offer.
- PA system was not loud enough.

Amongst this discussion, there were items to investigate for the 2024 event:

- Grow/expand on high street busking.
- Consider how to approach the donations/sponsorships from businesses.
- Create an information point at the event for signposting.
- Explore staging options and PA system.
- Investigate costs of contracting out the waste to a firm that separates rubbish and recycling.
- Have large running orders printed and secured to poles which can be slotted inside cones on road closures.
- Investigate possibility of Park & Ride service for the event.
- Investigate selfie stations – somewhere for people to take pictures in the lead up to the event (e.g. Santa's sleigh) with the hashtag #christmasincrediton.
- Investigate cost and logistics of horse & cart rides – potentially sell off raffle tickets

49 FINANCES

The finance report was circulated to all members.

50 CHRISTMAS IN CREDITON 2024

Elements to investigate for 2024 were discussed under item 48.

It was **resolved** to set the date for this year's event as Saturday, 30 November 2024.
(Proposed by Cllr Brookes-Hocking)

51 DISSOLUTION OF SUB-COMMITTEE

It was **resolved** to allow the Planning & Town Strategy Committee to consider the dissolution of the Christmas in Crediton Sub-Committee with immediate effect. (Proposed by Cllr Brookes-Hocking)

It was agreed that the Projects & Events Officer would submit reports to the Planning & Town Strategy Committee as required as well as arranging informal meetings throughout the year.

52 CLOSE

The meeting closed at 12.45.

53 REPORTS PACK

Signed

Dated.....

Appendix 1

Item	Budget	Spend	
New infrastructure	£3,500.00		
New illuminations x 24		£2,085.60	Paid 30/10/23
Cross streets - Year 2		£1,194.00	Paid 23/10/23
Sphere		£154.00	Paid 30/10/23
Carriage		£100.00	Paid 30/10/23
	Remaining	-£33.60	
Community Participation	£5,500.00		
Square Entertainment	Arts Centre	£1,150.00	Paid 20/11/23
Primary Schools x 2		£100.00	Paid 08/12/23
Punch & Judy		£100.00	Paid 29/11/23
Puppet workshop materials		£142.05	Paid 30/10/23
Lantern workshops		£2,003.22	Paid 29/11/23
Elves		£500.00	Paid 29/11/23
Stilt walkers		£730.00	Paid 29/11/23
Entertainingly Different		£275.00	Paid 29/11/23
Projector lights		£24.98	Paid 20/11/23
Stickers - elf hunt		£14.97	Paid 20/11/23
Flyer printing		£60.00	Paid 20/11/23
Traders Sponsorship	£250.00		
Total Spend		£5,100.22	
	Remaining	£649.78	
Repeat costs	£12,000.00		
Electrical work (Ian)		£4,500.00	Paid £1,485.00
Electrical work (Jo)		£3,500.00	Paid £2,187.46
Cherry picker		£180.00	Paid 29/11/23
Christmas Tree		£233.33	Paid 05/01/24
Insurance for telehandler		£0.00	
Tension testing		£708.00	Paid 06/11/23
Cross street installation & removal		£1,560.00	Paid 06/11/23
Road Closure		£240.00	Paid 30/08/23
Contact Radio Hire		£152.00	Paid 29/11/23
First Aid Provision		£250.00	Paid 29/11/23
PRS Licence		£233.42	Paid 24/11/23
Waste services		£470.00	Paid 06/12/23
Christmas tree electricity - Greenhouse		£292.00	
Stallholder fees	£200.00		
	Remaining	-£118.75	
Misc	£500.00		
New string lights x 10 sets		£505.00	Paid 06/11/23
	Remaining	-£5.00	