



Christmas in Crediton Sub-Committee Minutes
Tuesday, 4 May 2021 at 11.00 held via Zoom

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Present: Cllr Liz Brookes-Hocking, Cllr Louise Martin, Alan Quick, Jack Robson, Steph Jones and Lisa Blake (Projects Officer)

89. To receive and accept apologies

The meeting was opened at 11.00. Apologies received from Paul Fallon.

90. Declarations of Interest

There were no declarations of interest.

91. Christmas in Crediton Sub-Committee Minutes

It was **resolved** to agree and sign, as a correct record, the minutes of the meeting held on 23 March 2021 (Proposed by Alan Quick).

92. To receive an update on the previous action points from the last meeting.

-Rachel to circulate Christmas budget- Budget confirmed as £18,500 budgetary list to follow- COMPLETED.

-Lisa to contact Tesco Express, High Street regarding the addition of Christmas Trees to the building- no response to email, Lisa to visit the store to arrange to speak to the manager- ONGOING. Spoke to shift manager, heard nothing further will chase again.

-Jack to speak to Bindy Saywood regarding the idea of a craft market for the Christmas event- COMPLETED- unable to hold a Craft Market due to a conflicting event.

-Lisa to research and contact Princesshay Exeter regarding their Christmas lighting photo fixtures- COMPLETED, no further action required.

-Rachel to liaise with MDDC and DCC regarding the tree at the East St/Charlotte St junction- ONGOING.

-Lisa to start contacting local High Street business's on their involvement and the ideas for Christmas 2021- ONGOING. It was felt that the if the business owners would like to arrange the late night opening this would be something for them to organise but the Town Council would fully support and raise awareness.

-Jack to contact local bands for entertainment on the day. Jack confirmed the booking of the headline act- Beatnxs, he also would look at speaking to Winkleigh Morris to see if they would like not take part- COMPLETED

-Lisa to book the Landtrain, St Johns Ambulance and the 2 way radios- COMPLETED.

93. To preview the poster for the Christmas in Crediton 2021 event and agree any actions or changes before launching. It was agreed that the poster with the green background was the preferred choice, the rainbow writing was really popular and relevant to the theme. It was felt that more hero images should be added, both typical superheroes and key worker heroes also.

94. **To discuss the switch on event along with arrangements for the digital/socially distanced event/s should restrictions not allow a physical switch on event and agree any actions.** Preparation will be needed for both an actual event and a virtual event also. If an actual event is able to take place, then videos should still be added to social media for the online viewing. The use of the windows last year for the competition was really popular and it was agreed that if any were available this would be great to continue.
Action- Lisa to contact key figures (Father Christmas and Kevin Payne, Town Crier) to ask about their involvement for the event (whether an actual event or virtual).
Action- Lisa to contact Turning Tides regarding their involvement on the day of the event and also the food stalls and bar that have been used before.
Action- Steph to contact Guides, Scouts, schools and nurseries regarding the theme and their involvement. To discuss singing videos to be used for social media for the event also.
Action- Lisa and Rachel to meet with the new electrician to discuss a role specification and establish costs involved.
95. **To discuss an entertainment package for the event and agree any actions.** Jack confirmed that he had confirmed Beatnxs as the headline act playing both before and after the light switch on. Jack also is going to speak to Winkleigh Morris to see if they would like to take part. An earlier start time of 1pm for the Square entertainment was proposed.
Action- Jack to contact Winkleigh Morris.
96. **To discuss the information received regarding the quotation from St Johns Ambulance and agree any actions.** The email with the information that St Johns Ambulance required for the event booking was discussed and it was agreed for Projects Officer to email them to discuss further. If social distancing was required under government guidance the physical event would not be able to take place.
Action- Lisa to contact St Johns Ambulance regarding First Aid cover.
97. **To discuss the lighting prop quotations from Lamps and Tubes and First Christmas and agree any actions.** The options of lighting were discussed, it was requested to see if Lamps and Tubes had any picture of the lights in action. The larger lighting props although great, unfortunately were more suited to larger towns and budgets also. The Projects Officer reported that Blachere had also been contacted and that the idea of hiring a prop was currently being looked into.
ACTION- Lisa to investigate pricing of hire/purchase of a Christmas prop
ACTION- Lisa to contact Lamps and Tubes to see if they have any additional pictures.
98. **To agree the date of the next meeting.** The next meeting was agreed for Tuesday 15th June at 11am, to be held at Old Landscore School, Greenway, Crediton.

99. Close

The meeting closed at 12.06.

Signed

Date:..... (Chairman)