



Christmas in Crediton Committee Minutes
Tuesday 14th February 2017 at 2.00 pm
at Council Chamber, Market Street, Crediton

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Present: Frank Letch, Liz Brookes-Hocking, Peter Hamilton, David Oliver, Alan Quick and Clare Dalley

54. To receive and accept apologies.

It was **resolved** to receive and accept apologies from Dan Webb, Rosemary Stephenson and Andi Wyer.

55. Declarations of Interest

Cllr Letch 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.

56. Christmas in Crediton Committee Minutes – To approve and sign as a correct record the minutes of the Christmas in Crediton meeting held on 10th January 2017. It was **resolved** to agree and sign, as a correct record, the minutes of the meeting held on 10th January 2017. (Proposed by Letch)

57. To receive an update on the finances of the 2016 Christmas in Crediton project.

Clare circulated the 2016 finances and talked members through the figures. It was noted that there were still several invoices that had not been received. It was also noted that the 2016 event came in under budget and members congratulated themselves on this achievement.

58. To consider the future of Christmas in Crediton and the plans and ideas for 2017.

Following the conversations from the January Committee meeting it was agreed there is a capacity issue. Frank confirmed that he had attended the Chamber of Commerce meeting, as Liz had been unable to attend. Clare advised that she had also spoken to several businesses on the High Street all of which had advised her that Christmas in Crediton was of no benefit to their business. These views also appear to be reflected in the number of donations received from High Street businesses. Clare confirmed she had met with Rachel Vowles who is currently assisting the Town Team with Credfest to see if capacity could be bought in. Rachel had advised Clare that she is an ideas and arty person not an event manager.

AGREED: Although the Parade has proved to be hugely successful from a community participation perspective it does not have a positive impact for High Street businesses. As the organisation of a Parade, which includes the High Street road closure, is now beyond the Committee's capacity, Christmas in Crediton 2017 will be an event based around the Town Square. There will be no High Street Parade or road closure. The committee will concentrate on holding a community event in and around the Town Square with Market Street, Parliament Street and North Street closed to traffic. The road closures will be managed by community event trained officials.

Frank Letch

AGREED: Christmas in CREDITON 2017 will be held on Saturday, 2nd December 2017, the timings of which are still to be agreed.

ACTION: Liz and Peter to meet to discuss entertainment options and the timings of the event.

AGREED: This year's theme will be a Magical Christmas in CREDITON

AGREED: There will be a children's fancy dress competition held indoors at either the Congregational Church or the Methodist Church.

ACTION: Clare to provisionally book the Congregational Church and Methodist Church for the children's fancy dress competition.

AGREED: For the CREDITON Courier to hold their annual Christmas window dressing competition.

AGREED: The Exmouth Land train was a huge success and should be booked for this year's event.

ACTION: Clare to provisionally book the Exmouth Land Train with timings to be confirmed.

AGREED: All festive lights to go up the same as in 2016 with those businesses who donated in 2016 having priority for a tree.

AGREED: Clare to look into the possibility of additional lights on St Lawrence Green.

ACTION: Clare to arrange for all festive lights to be erected the same as in 2016 and obtain additional quotes for more lights at St Lawrence Green.

ACTION: Clare to devise a letter to be distributed to all businesses advising them of this year's event and confirming priority for the High Street trees will be given to those businesses a) donating in 2017 and b) those that donated in 2016.

ACTION: Frank to hand deliver the letter to all businesses and to follow this up a week later with a visit.

AGREED: To contribute towards the electrical supply for the Town Square Christmas tree.

ACTION: Clare to let the Greenhouse know that a contribution will be made for the electric used in powering the Town Square tree lights this year.

AGREED &

ACTION: Clare to book the following:

- First Aid
- Two-way radios
- Putting up and taking down all lights
- Town Square Christmas Tree
- Telehandler
- Road closure applications

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59. **To review the storage arrangements of the Christmas Trees/Lights/Decorations etc...**
Clare confirmed that Create Storage are happy to continue as a sponsor and store the trees for free. The Crediton Community Bookshop have also intimated that they may have storage space available later in the year. This could enable the trees to be stored in a central town location. It was acknowledged this would make it easier for those that put the trees up and take them down, as vans would no longer be needed. Clare stressed this option is dependent on the Bookshop's future plans and she is liaising with Dee the Manager. Clare confirmed she would report back as and when matters progress.

Clare advised that Jo Ward had offered to move the cross-street decorations to the Council's garage.

60. **To discuss fundraising for the 2017 Christmas in Crediton project.**
Clare advised that the Town Council had allocated an expenditure budget of £14,000 to Christmas in Crediton 2017. This budget was dependent on £3,000 received as income. It is anticipated this will be received through sponsorship and donations.

Clare confirmed that Create Storage are happy to continue as a sponsor and store the trees for free.

AGREED: Clare to approach Graphic and Ernest Jackson for sponsorship.

ACTION: Clare to advise Create Storage and Crediton Dairy of this year's event.

ACTION: Clare to contact Crediton Dairy to ascertain if they are willing to continue with their sponsorship.

61. **Any other business relating to Christmas in Crediton.**

AGREED: To reduce the number of meetings held throughout the year.

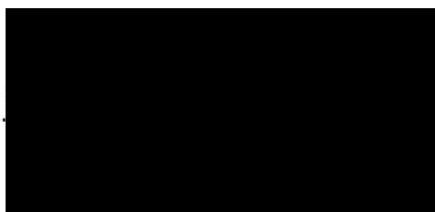
62. **To agree the date of the next meeting.**

It was resolved for the next meeting to be on Tuesday, 25th April 2017 at 2.00 pm.

63. **Close**

The meeting closed at 3.21 pm.

Signed ..



Date: 25/04/2017