

LEDBURY TOWN COUNCIL

Report from the Christmas Lights Working Party
Held at 7pm on Tuesday 19th July 2016
in the Town Council Offices

Present: Cllrs M Eager, A Crowe, E Fieldhouse, N Roberts, J Roberts,

Apologies: Cllr A Manns & Brenda Hill.

1. Report of 24th May was approved.
2. Update of Actions:
 - a. Awaiting availability confirmation from the following.....
 - Westons Dray - MB
 - Brass Band & Community Choir - DB
 - Xmas Tree from Countrywide - EF will follow up
 - Joey the Juggler, Balloon Man & Loobie Lou - MB
 - Lookie Likey character – no update - AC
 - Royal British Legion - Booked.
 - Carnival Princess – Jill Jupp to follow up.
 - Dee Knight – Prize Programme – unknown.
 - Banner Replacement – Hilary Jones
 - Professional style reusable signs – awaiting quote – MB & ME
 - Money to Spend Figures – unavailable due to Clerk being on holiday – MB & MDE will provide for next meeting along with entertainment costs.
 - b. Switch-on time to be confirmed depending on final entertainment confirmation.
 - c. Dias – decision nearer the day but probably not required.
 - d. Salters Hill residents to be invited but discussion as to necessity of inviting local mayors, left in abeyance.
 - e. Professional Photographer – no further discussion.
 - f. Advertising re local media and press and posters – MB & ME + others
3. Further discussion as to possible further entertainment on the day including an offer to put on Medieval displays in town centre, and a potential offer from a local trader to put on a professional show.

Members were unable to recommend any further entertainment due to lack of knowledge re budget and costs of already invited entertainers and whether a road closure would be necessary or even welcomed.
4. Tasks: Apart from above, the following are allocated to members...
 - a. Toys – EF will approach Wellworth-it with a minimum required quantity of 250 and also approach Tesco for baby toys. Check with MB for cost price.
 - b. Sweets – AC will approach Co-Op and EF will approach Tesco.
 - c. Lucky Star CD's & Xmas Ribbon – JR will price and source.

Next Meeting set for 7pm Tuesday 2nd August to be combined with Events Working Party meeting.

Items for next Meeting.....

Full potential costs and budget to spend figures.

Confirmation of Father Xmas transportation.

Confirmation of availability and cost of all outside sourced entertainment.

Confirmation of Dancers, Singers & Brass Band

Confirmation of availability of Carnival Princess.

Confirmation of Banner.

Confirmation of Xmas Tree.

Confirmation of Road signage costs.

Discuss further additional entertainment in High Street and possible implications as to road closure, further costs and man power on the day.

Confirm Lights Switch-on Time

All the task allocations.