

APPENDIX A

CULLOMPTON CHRISTMAS LIGHTS EVENT WORKING GROUP



Summary of a meeting of the Christmas Lights Event Working Group held at The Walronds, Cullompton at 7.30pm on Monday 12 February 2018

PRESENT: Cllr Martin Smith (in the chair) and Cllr Kate Haslett, Jane Campbell, John Turnbull and Sally Turnbull

Mrs Judy Morris: Clerk

1. **APOLOGIES:** Cllr Janet Johns, Camille Harrison, Elizabeth Sessions and Graham Sessions.
2. **CHAIRMAN:** In the absence of both the Chairman and the Vice-Chairman Cllr Martin Smith agreed to chair the meeting.
3. **REVIEW OF SUMMARY OF MEETING HELD ON 4 DECEMBER 2017:** The summary of the meeting held on 4 December 2017 was approved.
4. **BUDGET AND FUNDING:** The Income & Expenditure account for the 2017 event was noted, balance to take forward to the 2018 event: £1364.81. Consider applying to the Tesco "Bags for Life" scheme for funding for a willow project to build-on the 2017 project.
5. **PLANNING FOR 2018 EVENT:** Date 24 November 2018. Discussion included:
 - Use the lanterns to better effect, consider a play in the Walrond's garden before the Lantern Parade, people can gather in the garden to watch the play and then go out the front way to watch the Parade whilst the Parade makes its way out the back and down Tiverton Road to the Higher Bullring.
 - Market provides the central theme and atmosphere and should remain in the town centre.
 - Ensure that the timing of the Parade arriving in the Higher Bullring area and the switch-on are synchronised.
 - Lighting for market stalls.
 - Contact Tiverton Community Radio about providing sound system and MC.
 - Contact Tiverton Town Band to find out if they are available.
 - Contact Japanese Dancers and Samba Band to find out the cost and whether available.
 - Contact the person that organised the FORCE Craft Fayre at the Community Centre.
 - Encourage the local pubs and businesses to get involved.
 - Consider including £400-£500 in the budget for an additional feature such as a stilt walker.

- Promote on Facebook and let people know that we are looking for buskers, street entertainers etc. Anyone that would like to be involved. Find out what people would like to see at the event.
- Contact Childrens' Centre to ask if they are willing to assist with the craft workshops at the Baptist Church, particularly for the first hour or so.
- Start to contact market stalls to gauge interest.
- Consider a mass school choir event, on Saturday evening following the switch-on in a large venue such as the Community College or Community Centre.
- Also contact: Schools, choirs.
- Investigate training for stewards.

6. **Date and time of next meeting:** To be arranged, late April after the SpringFest then monthly meetings.

SIGNED: _____

DATE: _____

DRAFT