



AGENDA

Christmas Event Working Group

Wednesday 31st March 2021 @ 6:30pm

1. **Apologies for Absence:**
To receive apologies for absence.
 2. **Notes of Previous Meeting:**
To confirm the notes of the meeting held on Wednesday 24th February 2021 as a correct record.
 3. **Updates:**
 - Insurance claim – gazebos
 - Stage booking – To receive quotation and to agree the way forward
 - Tiverton Town Band
 - Samba Band
 - Wooden Structure (Grotto)
 4. **Budget:**
To note the 2021 Christmas Event budget and to consider submitting a request for delegated authority to spend funds.
 5. **Christmas Website:**
To consider options for the:
 - Hosting of the site and associated costs (Function28)
 - Content of the site
 6. **Competitions:**
To consider arrangements for the Christmas competitions:
 - Best Dressed shop/business window
 - Best Lit House
 - Best Lit Street- including the timeframes and prizes
 7. **Santa's Grotto:**
To consider arrangements for the 2021 Grotto, including chimney refurbishment, lighting & gift allocation/delivery.
 8. **Way Forward:**
To consider any other matters and to agree further action required and by whom.
 9. **Date and Time of Next Meeting:**
To confirm the date and time of the next meeting.
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