

Christmas Event Working Group
Notes of Christmas 2021 Event Meeting held on 26th May 2021 @ 7:00pm

Present: Councillors: Janet Johns
 Also Present: Elizabeth Session (ES) & Graham Sessions,
 Meeting Administrator: Joy Norris - Town Clerk

Item No	Notes (topics discussed)	Outcome/Action required	Action by
1.	Apologies	Cllr. Matthew Dale and Maria Weston – Deputy Town Clerk	N/A
2.	Notes	Notes of previous meeting held on 28 th April 2021 were approved as a correct record.	TC - Website
3.	<u>General</u>		
	Elf Hats	Are these in the Town Hall attic?	TC/DTC
	Santa Costume	Speak to Alison re Santa Costume – max £150.00	TC
	Theme	Think of a Christmas Story for a theme	ALL
	Guest for Lights Switch On	Celebrity – John Nettles. To investigate.	DTC
	Business Newsletter	Include ‘Save the date’ best dressed shop window	TC
	Advertising	Start ‘teasers’ on Facebook, dates, competitions NB: Would it be possible to get sponsorship for prizes for the competitions - name on prize, award it & photograph / publicity, judge it?	DTC
	Website	Talk to Function28 – What is needed? What are the deadline dates?	DTC

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	Advent Calendar	Contact Elderly Care Homes and Clarks Court to see what can be arranged for advent calendar (Community Life Hub)	TC/DTC
4.	Date and Time of Next Meeting	Wednesday 30th June 2021 at 7:00pm via Zoom Zoom Details: https://zoom.us/j/97948443620 Meeting ID: 979 4844 3620	

AGREED