



Beaminster Town Council

CHRISTMAS LIGHTS COMMITTEE

Minutes of the Christmas Lights Committee meeting held in the Cowie Room, Public Hall on Wednesday 13th November 2019 at 11.00am.

254 PRESENT

Cllr. Cheeseman, Cllr Corbett, Cllr Turner and Mrs J Moss; also Mrs C Bright (Town Clerk).

255 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Langridge, Cllr Mrs Page and Miss Wallbridge.

256 DECLARATIONS OF INTEREST & DISPENSATIONS

No declarations were received.

257 MINUTES OF THE CHRISTMAS LIGHTS COMMITTEE MEETING HELD ON 6TH NOVEMBER 2019

The minute of the Christmas Lights Committee meeting held on 6th November 2019 having previously been circulated were **NOTED**.

258 CHRISTMAS LIGHTING

(a) Traders Trees

Cllr Cheeseman confirmed additional sets of lights had been purchased together with 4 sets of battery lights for trees around 'Julia'.

(b) Christmas Tree & lighting

Cllr Cheeseman confirmed arrangements had made to ensure the Christmas tree would be in position for Torbay Display to erect lights on 24/25th November.

(c) Decorated Christmas tree competition

The Town Clerk advised seven entrants had been confirmed. Discussion ensued with regard to stands for the trees.

Cllr Corbett **AGREED** to enquire whether it might be possible to put the Christmas trees in the Strode Room on the afternoon of Thursday 28th November.

259 ACTIVITIES IN THE SQUARE

(a) Christmas Tree decorations – the workshop at St Mary's Academy to make Christmas tree decorations and decorated 'jam jar' lanterns would take place on Tuesday 19th November.

(b) Youth Club Band – Cllr Corbett **AGREED** to liaise with the band regarding PA requirements. **NOTED** the change of time on the timetable.

(c) Santa's Grotto – Cllr Cheeseman **AGREED** to put the hooks in the interior of 'Julia' to facilitate the tarpaulin and backdrop. The Town Clerk to collect backdrop and provide wrapped presents for display purposes. The PA provider would bring two green LED lights to illuminate the Christmas trees around 'Julia'.

(d) Timetable

The timetable for Friday 29th November was revised and **AGREED** as follows:

10.00am	set up Santa's Grotto Christmas trees erected in Strode room
1.45pm	schools etc. decorating trees in Strode Room
2.00pm	start to cone off spaces needed for the lorry
4.00pm	official road closure lorry arrives – lighting installed Phoenix band set up Cricket Club erect marquee snow machine set up PA set up roundabout/stalls etc. set up
4.45pm	judging of decorated trees in Strode Room
5.00pm	School Fayre opens in the Church decorated Christmas trees open in Strode Room
5.15pm	Phoenix Band entertain in the Square
6.00pm	parade leaves from the church
6.15pm	parade arrives in the Square and line up welcome by the Chairman – announce the winner of decorated tree
6.30pm	SWITCH ON
6.35-7.00pm	carol singing
7.10pm	Steel Band
8.00pm	road re-opens – clear up

(e) CAROL SINGING

The Town Clerk **AGREED** to liaise with choir regarding carol sheets.

(f) Access to the lorry

CLlr Corbett advised it was possible to hire a 4ft step ladder complete with safety rails to access the lorry from Travis Perkins at a cost of £16.00 . **AGREED**.

(g) Master of Ceremonies

In order to bring some structure to the evening it was **AGREED** to a Master of Ceremonies for announcements etc. The Town Clerk confirmed the Town Crier would not be in Beaminster until after 7.00pm.

260 BEAMINSTER SCHOOL FAYRE

In the absence of a representative from Beaminster School PTA no information to hand.

CLlr Turner confirmed it was the intention to use the same traffic system as last year with timed unloading slots.

261 OTHER ACTIVITIES

(a) Lantern Parade

CLlr Corbett advised Beaminster School had twelve pupils willing to partake in the Lantern workshop, a date to be arranged.

Details of the parade were discussed, **AGREED** to cordon off an area in front of the Christmas tree for the children to gather with their lanterns during the switching on of the lights. The parade would be accompanied by marshalls to ensure the crowd were kept back to ensure clear path through the Square.

(c) Briefing meeting

NOTED briefing meeting to take place at 6.00pm on Tuesday 26th November in the Public Hall.

(d) Marshalls

AGREED to provide all marshalls with a voucher for refreshments.

262 DATE OF NEXT MEETING

The date of the next meeting was set for Wednesday 20th November 2019 at 11.00am in the Cowie Room.

263 MEETING

The meeting which started at 11.00am closed at 12.30pm

CHAIRMAN
20th November 2019