

14 SEP 2017

Report from the Christmas Lights Working Party  
held at 7pm on Wednesday 5<sup>th</sup> July 2017  
in the Town Council Offices

**Present:** Councillors: T. Bradford, M. Eager & A Manns, E Fieldhouse & A Crowe.  
Public: Dee Knight, Tim Rae-Clarke, Alison Thomas & Paul Bartlett.

Before the meeting started Martin offered to take notes and issue a report for the next meeting of the Environment & Leisure Committee.

1. **Apologies:** Clive Jupp & Brenda Hill
2. **Report of meeting held on 31<sup>st</sup> January 2017 was accepted.**
3. **Election of Chairman – No Chairman was elected.**
4. **2017 Lights Switch-on Event ?**

Martin stated that due to the current staffing levels and the question mark over Cllr Noel Roberts availability as Father Christmas due to ongoing health issues, there were doubts as to whether the switch-on could be put on in the same manner as previous recent years. He suggested that as Ledbury now have a strong traders association that they take over the majority running of the event with the council continuing with installing and paying for the lights. There was also discussion as to the switch-on date with clashes with Malvern cited several times.

Alison Thomas (Chairman of Ledbury Traders) presented many ideas to the meeting re making the event more trader involved and making more use of the market and utilising other venues in The Homend.

There followed a heated exchange of views between Martin & Tony which resulted in Tony leaving the meeting.

There followed further debate where it was decided that at the upcoming meeting of Ledbury Traders, an overall event plan will be put together with approx costings.....

This plan will be presented to the next meeting of the Working Party where councillors can make any recommendations including funding options.

It was unanimously agreed that this was an exciting opportunity for more traders to be involved and that the event would cover shops in The Homend where they have been somewhat left out in previous years.

Summary: LTC will be responsible for Xmas lights supply and erection, sourcing and erection, lighting of Christmas Tree, arranging of switch-on time.

Traders will put together a switch on/late night shopping event and a Father Xmas Grotto, also fundraising events and pre switch-on publicity etc. LTC to help with funding and any potential administration (road closure etc).

**Switch-on date remains as Saturday 25th November 2017**

**Next meeting set for Tuesday 25<sup>th</sup> July 2017 in the Town Council Offices.**

## Report from the Christmas Lights Working Party Meeting

Held on Tuesday 25<sup>th</sup> July 7pm

Town Council Offices

**Present:-** Councillors: E Fieldhouse, A Crowe, A Manns.

Public: Georgina Hawkins, Judi Watson-Jones, Alison Thomas, Mrs Linnell, Dee Knight,  
Tim Rae-Clarke, Brenda Hill,

In attendance: Cllr Harvey, Cllr Shields, Mr R Hadley

1. Apologies: Paul Bartlett, Cllr Simpson
2. Election of Chairman. Cllr Crowe was elected unopposed with Cllr Fieldhouse as deputy chair
3. Report of meeting held on 5<sup>th</sup> July were accepted but discussion was made about items missed off, it was explained that the meeting was more of a brainstorming and no decisions had been made based on the meeting.

4. 2017 Switch on event plan. Homend shopping mall would be having a Santa's grotto on the run up to Christmas but if Ledbury Town Council were having a grotto on the day of the lights switch on they would not have one at the Mall that day. The meeting was advised that the staff with other volunteers would create the grotto in the Council Offices as normal and that if Noel Roberts was well enough he would like to be Santa. Alison from the Traders Association said that she would be working with Rev. Keith Hilton-Turvey and Joined up Heritage to look into the possibility of using Lads at the Masters House to include them in the event. Also the possibility of a light procession from the various parts of town, all meeting at the Market House for the switch on.

Rev Hilton-Turvey was also looking at the possibility of having a children's service on that day. Alison also suggested a feature Christmas market, possible of crafts but that this should be raised at the next Charter Market meeting.

Dee Knight had a list of suggestions that would be funded by Tim Rae-Clarke and Mrs Linnell, they were requested to provide pictures and a storyboard clearly showing their proposals for the next meeting. Dee Knight has already booked the Burgage Hall for the afternoon Ledbury Town Council to provide Christmas lights and source Christmas tree (Countrywide to be asked if they could provide as normal) EF/AC

It is understood that traders in New St would be putting on their own event as they did last year.

Brenda Hill suggested working with Cllr Simpson on the idea put forward last year of a Christmas tree trail and possibly a treasure hunt through the shops.

Town Council will contact Ledbury Brass Band, Community Choir, Local dance group, Morris Dancers and *Westons* concerning the Dray, also to contact Herefordshire Council to ask for free car parking on the day.

Quotes to be sought from Looby Lou and Joey the Juggler.

The meeting finished with everyone being asked to bring in their plans so that The Council, The Traders and Dee knight can co ordinate individual efforts to create a wonderful event.

Next meeting Monday 7<sup>th</sup> August 7pm Council Offices.

## Minutes of Christmas Lights Working Party

Monday 7<sup>th</sup> August 2017

**Present:-** Councillors: E Fieldhouse, A Crowe.

**Public:** Georgina Hawkins, Judi Watson-Jones, Alison Thomas, Dee Knight, Tim Rae-Clarke, Brenda Hill, Paul Bartlett, Clive Jupp

1. Apologies:- Mrs Linnell, Cllr Eager
2. Confirmed report of the meeting 25<sup>th</sup> July 2017 with the amendment that Clive Jupp be noted in the apologies section.
3. Update/progress
  - Car parks are confirmed to be free for 25<sup>th</sup> November
  - British Legion has been booked
  - Dance troop have been booked
  - Morris dancers have been asked
  - Brass band considering our request to attend
  - Road Closure for Church Street to be requested and possibly New Street
  - Community Choir to be contacted

It was agreed that The Council will deal with under the Market House, Church Lane and Santa's Grotto. The Traders Association will keep us informed of any planned events that they are undertaking and Dee Knight to do the same.

It was suggested that we look at timings for last year's event and follow the same itinerary.

Cllr Fieldhouse and Cllr Crowe to contact Coddington Xmas trees and ask if they could provide the main tree as Countrywide were unable to commit this year.

Alison from the Traders association will distribute collection boxes for Xmas lights as these can raise revenue to go back into the budget.

It was suggested that we could have lights going up Church Lane to make it more festive.

Cllr Fieldhouse nominated Jarrod Jones to make posters and flyers as this would be done free of charge.

It was proposed that Ed Mustafic would do the photographs again with the aid of Jarrod and Thea.

Next meeting confirmed as 17<sup>th</sup> October 7pm Council Offices