

LEDBURY TOWN COUNCIL

Report from the Christmas Lights Working Party
Held at 7pm on Tuesday 2nd December 2015
in the Town Council Offices

Present: Councillors	D Baker	P Bettington
	A Crowe (part)	M Eager (C)
	E Fieldhouse (part)	N Roberts
	J Roberts	
Local residents	Ms D Knight	Mr T Rae-Clarke
	Mrs B Hill	

1. **Apologies:** Councillors K Francis, A Manns and Mr C Jupp

2. **Review of the 2015 Switch On Event:**

Grotto

Members discussed whether the Burgage Hall was an appropriate venue for the grotto and following some discussion and having used both the Town Council offices and the Burgage Hall in the past it was agreed that the Town Council offices was a better venue for the grotto. If the Town Council Offices were to be used in 2016 then the Royal British Legion could be used as a venue for the entertainment and a ticket system could be put in place to allow between 5-10 children through to the Council Offices at any one time so that the children wouldn't have to queue through the cold corridors for any length of time.

Father Christmas' arrival time was discussed and some members felt that the 1pm start time should continue while others felt that a later time of 3pm should be considered with a 6pm switch on time - to be discussed at the next meeting.

Action: Mrs Brenda Hill to establish whether the RBL would be available from midday until 6pm.

Switch On date for 2016

It was reported that there was some confusion between the entertainers and the Brass Band performance times. This should be better managed next year.

Switch on date for 2016 was discussed and agreed to be held on **Saturday 26th November.**

Gifts

It was agreed that the gifts were of a very good quality and variety this year. Next year 200 gifts should be available. A thank you to all sponsors of the event should be placed in the January issue of the Ledbury Focus and a copy of the magazine to be sent to each of the sponsors.

Entertainment

It was agreed that the grotto entertainment (Looby Lou & Joey the Juggler) should be provisionally booked for the event next year. There should also be a childrens' entertainer - the character will be dependent on the most popular Disney character at the time - the cost of which to be split between the Traders Association and the Town Council as per the arrangement this year. The Ledbury Dance Company were a great hit again this year and should be asked back for next year's event.

The entertainment is to be held under the Market House from 3pm which will allow the market traders to trade as normal in their usual positions for 2016.

Fund Raising

Ms Knight of J Mart presented the working party with £530 raised by the toy auction and £110 raised by the raffle. Chairman requested that a letter of thanks be sent to the manager of J Mart, Ledbury.

It was agreed that the cut off date for selling the memory stars be 5th December.

Marketing

It was suggested that there should be more posters and banners advertising next year's event.

6. Any other matters relating to the working party

It was suggested that a professional photographer is used for next year's event.

Closed 8.30pm