



Fleetwood Town Council

Onward to a Better Future

THE MINUTES OF THE FLEETWOOD TOWN COUNCIL FESTIVE LIGHTS COMMITTEE ON 16 APRIL 2018 AT THE NORTH EUSTON HOTEL

Present: Chairperson Christine Smith, Secretary Julie Dalton, Robert Brown, Anne Brown, Cheryl Raynor, Mary Stirzaker, Jacqui Victor-Corrie, Lorraine Beavers, Paul Tilling, Craig Armstrong

Item 483. Accepted Apologies for absence Emma Anderton, Marge Anderton and Dawn McCord

The Committee welcomed Michael Conn to the Festive Lights Committee. Ratification of Craig Armstrong and Michael Conn is required by full Town Council at their next meeting.

Item 484. To approve the minutes of the meeting on the 15th March 2018.
The minutes were approved and signed

Item 485. To receive nominations and decide on the appointment of Festive Lights Committee officers in the following order:

1. The Chairperson

The Committee duly elected Christine Smith as Chairperson

2. The Secretary

The Committee duly elected Julie Dalton as Secretary

Item 486. To discuss approaching Nicola Hayton (who is already singing at the switch on event) to sing at the Christmas Fundraiser. **Paul Tilling**

The Committee decided that we would prefer at band to perform at the Christmas event.



Item 487. To discuss options and prices as provided by the North Euston for the Summer Disco and to agree the requirements as to:

- . Food
- . entertainment
- . start and end times
- . any themes
- . maximum room capacity
- . proposed ticket price

A discussion followed as to the email received by Dawn Spooner CEO in which the date of Saturday 1st August was indicated. This seems to have been an error as Friday 3rd August was determined as the date for the Summer Disco.

The preferred choice for a buffet by the Committee was Option 2 with a price of approx. £14 - a beach/Hawaiian theme with a finger buffet. Garland on arrival. Men could wear colourful shirts and shorts sun hats etc. Ladies wearing sarongs, long summer dresses etc. Have a normal raffle with prizes of bottles etc. The Committee require confirmation of the following :

Date as Friday 3rd August

What is included in the price of £14 as the Committee feels that this price is expensive for a buffet. Can a deal be done with the Euston to provide a cheaper buffet this will determine what to charge for tickets.

Is the room free?

Is Dave Scrivener charging us for hosting the event or is he giving his service for free.

Start time 7pm till late

Possible room capacity – 120

Action Point –Dawn Spooner

Photo booth needs to be priced. **Action Point – Christine Smith**

Item 488. Update on band for the Christmas Fundraiser Ball. 3 Minute Heroes are covers band will play for free but will need a sound engineer at a charge of between £80-£100. If the Committee are happy for the band to perform, **a decision is required on approving a budget of up to £100** to fund a sound engineer (which will be payable by the clerk on receipt of an invoice – **Emma Anderton**

The Committee thought the 3 Minute Heroes would not be suitable for the Christmas Ball.

Steve Porter of the former band Monkberry has been approached to perform with his new band. He has yet to respond. It was suggested that we approach Andy Pilley to pay for the band on the night **Action Point –Mary Stirzaker**

Another possibility was The Bluebirds (Julie Dalton's nephew in law) doing rock and roll, 60's covers etc. **Action Point – Julie Dalton**



Item 489. To approve the reimbursement of monies for stationery purchases made for race night for J Victor-Corrie.

The Committee approved the reimbursement. Receipts need to be issued to Dawn for Town Council Clerk to action and to email Jacqui for any further payments through BACS. **Action Point – Jacqui Victor Corrie**

Item 490. Items for discussion:

Further updates on Race Night

Posters have been issued to businesses and shops in the town, posted to social media and local press. Posters were issued to the Committee with tickets to sell.

The Festive Lights Committee are sponsoring the race for £50 “All Lit Up” £5 per person which needs to be paid at the next meeting. Purchase of 8 bottles of wine from Aldi @ £4 each for the race winners. Receipts required for reimbursement. Table plan (named for horses or jockeys) together with place settings. **Action Point – Jacqui Victor Corrie**

The race Night Organiser can set up at 3pm. Event will close at midnight. Raffle prizes need to be sourced by Committee members. 7 more prizes required to give 10 in total.

3 Raffle books required **Action Point –Mary Stirzaker**

Volunteers for the tote table. **Christine Smith, Lorraine Beavers, Cheryl Raynor, Mary Stirzaker**

Setting up of the room – **Paul Tilling, Craig Armstrong**

Any horses left to be sold for £5 as people arrive at the Bowling Club

80 Hot Pot suppers and 20 vegetable lasagnes to be ordered from Taylors. 1 tray hotpot serves 10 people is £20.75. 1 vegetable lasagne serves 10 people is £21.75. Suggested order 80 hot pots, 20 vegetable lasagnes and to be delivered hot at 8.30pm. FTC clerk required to authorise payment at the next meeting. **Action Point – Christine Smith**

£200 required to pay compere. Invoice required for Fleetwood Town Council to make payment.

Plastic trays to be provided and cutlery. Reimbursement will be required on production of receipts

Action Point – Robert Brown

Update on Quiz Night

Deferred until the June meeting so that the Manager at the Euston can be approached as to whether they require a donation from the Committee **Action Point – Mary Stirzaker**

.Update required on quotes for Pocket Park and street furniture

Despite an email to Richard Ryan at Blackpool Illuminations a response is still awaited. Another email will be sent on Wednesday. The owner of the bookshop Café Chapter 2 had said that we could use his electric. He also said he would like to sponsor a banner for a Christmas tree and to notify him when banners available to order. Richard Ryan had said that the Pocket Park can be lit from the lamp posts, putting in double adapter and run all the pocket park trees off it. The street furniture can be battery operated. He offered to put battery operated in the Pocket Park for a trial period of 6 weeks. The Committee will be advised when the trial will start depending on a response from Richard Ryan. **Action Point – Mary Stirzaker**



Update required on projected expenditure from Blachere for year 2.

Expenditure advised on the invoice has been duly noted by the Committee and that VAT would be reimbursed. In 2019 the Committee will request a quote from Blackpool Illuminations.

Item 491. AOB

The Committee discussed the possibility of a laser projector for the Rowntree Clock at Albert Square. Mary Stirzaker advised the Committee that Richard Ryan at Blackpool Illuminations has stated that he can arrange for a moving projector with different colours to be placed at the Rowntree clock. The Committee require details as to cost before a decision can be made. **Action Point – Mary Stirzaker**

Email from Dawn Spooner regarding Christmas and Festive Entertainment.

The Committee decided that we would look into this at a later date after the Race Night but with a view to sourcing local entertainment where possible.

Item 492. To submit items for discussion or decision at the next meeting

- Update on Race Night
- Town Council approval required for authorisation of payment to Taylors for 80 hot pots and 20 vegetable lasagnes
- £200 authorisation for compere
- £200 for float
- Authorisation of reimbursement for 8 bottles of wine from Aldi @ £4 each for the race winners on production of receipts to FTC clerk
- Authorisation of reimbursement of monies for stationery purchases made for race night on production of receipts to FTC clerk

All other items for discussion to be placed on the June Agenda

Item 493. To agree date and time of the next meeting

Monday 14th May 2018 at the North Euston Hotel

Signed.....
Chairman of Festive Lights Committee
Date.....