



Fleetwood Town Council

Onward to a Better Future

The Minutes of the Fleetwood Festive Lights Committee 24th October 2018 at the North Euston Hotel Fleetwood

DRAFT

Present: Chairperson Christine Smith, Secretary Julie Dalton, Robert Brown, Anne Brown, Mary Stirzaker, Lorraine Beavers, Cheryl Raynor, Craig Armstrong

Item 581. To accept apologies for absence.

Received from Jacqui Victor-Corrie, Paul Tilling, Dawn McCord, Emma Anderton, Marge Anderton, Michael Conn,

Item 582. To accept the Minutes of the Meeting 4th October 2018

Minutes accepted and signed

Item 583. To record Disclosable Pecuniary interests from Committee members (including their spouses, civil partners or partners) in any item to be discussed.

Committee duly noted

Item 584. To record other (Personal or Prejudicial) interests from Committee members in any item to be discussed.

Committee duly noted

Item 585. To note the current Festive Lights Budget statement now including predicted expenditure.

The Committee were pleased with the budget balance.

Item 586. To approve reimbursement for lights and batteries £13.79 to Cllr Mary Stirzaker.

The Committee approved the reimbursement of £13.79 to Cllr Mary Stirzaker.

Gold envelopes and other items purchased by Jacqui Victor-Corrie. To be confirmed at the next meeting when receipts submitted



Item 587. To consider a quote for lighting the trees on the Pocket Park.

Richard Ryan has located a contractor and has provided the following:

To supply and install four sets of warm white static led curtain light sets to seven trees situated within the park, including all wiring, cables, connections, and fixings etc, for the total sum of £2,180 inclusive of VAT which will be recouped. Approval of full Council is required regarding leaving the lights on all year round, which would incur extra costs of approx. £20 per year.

The Committee approved the quote of £2,180 for the Pocket Park for a trial period of 12 months. Richard Ryan has confirmed that there is a 2 year warranty and an engineer will come out if any maintenance is required.

Lights already in storage to be used as a backdrop in the Pocket Park **Action Point – Paul Tilling**

There are old lights currently on the trees that need volunteers to remove them.

Item 588. Updates:

updates on volunteering for the Switch On event/parade (reciprocal arrangement with the Rotary Club)

Committee members present at the meeting who volunteered to help the Rotary Club on Fireworks night 5th November 5pm at the Marine Hall: Julie Dalton, Christine Smith, Robert Brown and Craig Armstrong. Other Committee members to confirm so that Richard Newsome can be advised of the Festive Lights Committee members available to assist.

Marshals assisting at the Switch On Parade to be at Fisherman's Walk at 4pm. Dawn McCord will liaise with the 2 panto characters attending. Mary Stirzaker will take the switch plunger to the Marine Hall and will greet the Choir and Nicola Hayton. Christine Smith will chaperone on the illuminated tram. Julie Dalton and Lorraine Beavers will escort Santa in his sleigh.

Emma Anderton, Cheryl Raynor, Craig Armstrong and Michael Conn, Paul Tilling will marshal with Rotary volunteers.

The parade will be in the following order:

Tram, OBB, Santa, Angel and stars, Carnival Retinue, Dragon, schools and the public

Terry Rogers to start the Parade and then to be on the Mount to switch on the Mount Pavilion lights at the same time that the raffle ticket winner presses the plunger to switch on the Christmas tree lights in the Marine Gardens.

Fleetwood Town Football Club and Captain Cod will be requested for the parade if available **Action Point –Mary Stirzaker**

Updates on preparations for the Christmas Ball.

Photo-booth accessories/ masks received 22nd October to be prepared by Dawn McCord.

150 red and white balloons have been ordered. Winning numbered tickets and Bah Humbug tickets will be inserted.

Ticket sales to date: 2 sales and 50 reserved.



Committee members are reminded to purchase their tickets from the Town Council Office and names of guests to be given to FTC to reserve tables.

Email with Ball Poster to be sent to the Fleetwood Weekly News **Action Point – Julie Dalton**

NB: The Reindeer Table cards from last year were collected in. If they are not in the FTC office then new table cards will need to be made.

Update on Raffle Prize donations

Julie Dalton – voucher for afternoon Tea for 2 from Café Royal

voucher for afternoon Tea for 2 from Enchan-Tea'D tea room

Lorraine Beavers Bottle of whiskey

Christine Smith – floral display

Mary Stirzaker – Bottle of wine

Confirmation required from Terry Rogers as to whether a child's bike has been acquired as a raffle prize

Action Point – Terry Rogers

Approach will be made to Fleetwood Town Football Club to donate prizes **Action Point –Mary Stirzaker**

A posting will be put on the Festive Lights Facebook Page asking for raffle prize donations and to drop off at the FTC office. **Action Point – Julie Dalton**

Christmas Hamper donations

Julie Dalton- Bottle of sherry

Lorraine Beavers – Christmas biscuits

Update on Sponsorship Banners Bookshop Café?

£100 per banner and what art work is required **Action Point –Mary Stirzaker**

Last years' sponsors to be approached. Councillors are having 2 banners

Update on Pocket Park decorations Lights/ Richard Ryan/Civic Trust/GBLec/Bookshop Café

Update on invited tram passengers. Only had confirmation so far from the Mayor, Mayoress. Cat Smith & family.

Switch On itinerary for the DJ

The Committee approved the itinerary for the Switch On which this year will include a grand finale in the form of a tableaux of all those taking part. Itinerary will be emailed to Dave Scrivener. The Committee were advised that the Willow Project Group are making an 8ft lit up angel and St Mary's School are making a 10ft lit up dragon which will be at either side of the stage at the front throughout the concert. The Willow Project Group will be asked what is going to happen to the Angel after the Switch on event. Would consideration be given to displaying them at the Market. **Action Point – Christine Smith**
The same will be asked of the St Mary's School Dragon. Action Point – Julie Dalton



Update on school choir participation

The Choir will be performing: Starry Night - Kings Came Riding - Away in a Manger - Santa Claus is Coming to Town

Nicola Hayton will be performing her song Fall Down and Silent Night.

The Choir and Vocalist will be contacted and advised of the itinerary.

Update on sweetie explosions

Cllr Mary Stirzaker and Julie Dalton took sweetie explosions to 7 Primary Schools. They were invited to take part in the Prize giving assembly at Flakefleet School and had a very enjoyable time.

Invitation to Fleetwood TV to record switch on night.

The Committee were informed that Your Fylde TV will be in Fleetwood on the Day of the Switch filming at the Enchan-Tea'D tea room until 3pm with Pudsey Bear for BBC children in need weekend. They will come down after they have finished there to film the Fleetwood Lights switch on event. The Committee decided not to contact Fleetwood TV because they will charge for covering the event.

Item 589. AOB

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

To approve reimbursement of £15.57 to Jacqui Victor-Corrie for a set of black pens, 25 gold envelopes and 10 sheets of gold paper

Update required on Raffle prizes and Hamper donations

Update required on Ball tickets sold

Update on Banners

Pudsey being available

Asda Bucket Collection

Update on Tram passengers

Update on Large trees/assembling and timing for lights

Item 590. To agree date and time of next meeting: Thursday 8th November. 7pm at the North Euston Hotel

Signed:

Chairman Festive Lights committee