



# Fleetwood Town Council

Onward to a Better Future

## Minutes of the Festive Lights Committee meeting

**20 November 2018, 7pm.**

**In a meeting room at the North Euston Hotel.**

**Present:** Chairperson Christine Smith, Secretary Julie Dalton, Robert Brown, Anne Brown, Mary Stirzaker, Lorraine Beavers, Craig Armstrong, Jacqui Victor-Corrie, Michael Conn, Emma Anderton, Cheryl Raynor, Dawn McCord

**Item 605. Apologies for absence.**

Accepted from Paul Tilling, Marge Anderton,

**Item 606. To accept the Minutes of the Meeting 5<sup>th</sup> November and 8<sup>th</sup> November 2018**

Minutes accepted and signed

**Item 607. 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 608. To record other (Personal or Prejudicial) interests from Committee members in any item to be discussed.**

Committee duly noted

**Item 609. Standing Guidance for Committee Members.**

The Committee Chairman reminds all members to take note of the standing guidance.

Committee duly noted

**Item 610. To note the current Festive Lights Budget statement now including predicted expenditure.** Balance £12462.11 - The Committee were pleased that we have ended the year with a healthy budget.

**Item 611. To receive feedback from the Switch On Night**

**Banners** - We need to start getting sponsors earlier. In the week of the art work deadline/print run should be given to someone who doesn't work as a contact point – **Action Point - Mary Stirzaker**

Small error on Mark Hodgson banner- wrong phone number- this will be corrected.



**Tram** – suggestion from the Mayor Marge Anderton to have reserved seats with names for Mayor, Council leader, Cabinet MP.

An idea also put forward was for businesses to pay for a seat on the tram.

The tram needs to be moved further up Lord Street parallel to the corner by North Albion Street to allow the parade participants to be in their allotted positions.

Two members of the Committee should act as chaperones on the tram.

The Rotary car leading Santa needs to stop for 5 minutes by the Euston. The tram passengers to alight and get into place behind the Old Boys Band. Stewards required directing the crowd into position ready to proceed to the Marine Gardens.

The Committee has requested that we have the Western Train Tram each year, it has the biggest capacity and is the favourite of all the illuminated trams

**Marine Hall** – Health & Safety hazard in having the first barrier to the garden closed.

Effectively, the natural route to enter the Marine Gardens was closed off. It needs to be lifted next year as people entering were trying to get on the stage. Why did they close it?

The foyer should have been open with access to the toilets. Regardless of the fact that another concert was taking place there at 7.30, 4000 people at our event needed access to toilets. Another Health & Safety issue was that a tea and coffee station was put at the back of the stage under the colonnades which meant people were going on to the stage to get access to it, carrying drinks down the steps while the choir was performing. We need to know who agreed that, why was it allowed? It should have been in the foyer. An email will be sent to David Henderson to address the issues regarding the tea and coffee station, foyer not being open and the barrier to the Gardens being closed. **Action Point – Christine Smith**

**Stage** - Only VIP's and raffle ticket winners should be on the stage. We need to block this off next year. The steps leading to the stage needs cordoning off. More marshals are needed at the Marine Hall to prevent people going on stage and on the steps.

Karen Thomas responsible for St Mary's School illuminated dragon raised an issue with Committee member Julie Dalton. The Dragon was placed on the stage in front of the speaker. The children ended up with their ears in agony from it being so close to the speaker. They made several requests to move but were told it had to remain there. A sound engineer has since spoken to Karen and said it was dangerous for children to be so close to the speakers. Julie Dalton profusely apologised and said that enquires would be made as to what happened because the plan that had been sent to Karen had the dragon at the foot of the steps that led up to the stage.

Karen accepted the apology and said that apart from that they had a wonderful time and they are looking forward to doing something else for the event next year. She was told that enquiries would be made. The Committee discussed the issues raised by Karen. It transpired that at the event, the dragon was being crushed up against the steps when the crowds arrived. A decision was taken to place the dragon on stage to give it the best vantage point to be appreciated by the crowds. Unfortunately, this resulted in it being placed too close to the speaker. There was no intention to cause any harm to the children.



An email will be sent to Karen with an explanation as to what happened, to apologise for any discomfort felt by the children, we hope that the children are alright, and to reassure her that robust plans will be put in place for next years' event to make sure it doesn't happen again.

It was suggested that next year the Committee should request in advance what form the St Mary's lantern will take, together with dimensions and photos so that a decision can be taken as to where to place it in the best vantage point to be seen by the crowds but not in the vicinity of the speakers. **Action Point – Julie Dalton**

**PA system** – microphones or PA system for school choir, also the vocalist could not be heard, although she did have a mike, probably her own error by not standing nearer to the mike. The crowds couldn't hear so some of them left the event. A suggestion was made that there needs to be a sound check using the marshals at the Marine Hall to check whether the choir and vocalist could be heard so that any issues can be sorted before the concert begins. The compere's could be heard but not the choir or singer. Perhaps his speakers need to be separated out over a wider distance. Lorraine had to hold a microphone over the choir so that they could be heard. Next year it was suggested that we should bring our own PA system as well for the choir to use.

Dave Scrivener should next year be asked to play Christmas music before the Parade arrives and the concert begins.

More volunteer marshals need to be at the Marine Hall. The Committee and Rotary marshals need to be advised of their role at a meeting prior to the event, ie. where they need to be in the Parade and at the Marine Hall. It was suggested that any less able bodied members of the Rotary could go straight to the Marine Hall to help out with marshalling. A committee member needs to take charge of the choir to establish sound levels.

Approach has been made to the Old Boys Band for next year to include some Christmas music. The Vice Chairman Roy Bond said that they would be more than happy to play Xmas carols next year as they have 5 trumpet/cornet players and a brilliant bellyres and drum section. The Committee felt that as the parade is getting bigger that something musical need to be added towards the back so that all participants can enjoy the atmosphere. Perhaps a hand bells section or something similar could be considered next year.

There was disappointment at the lack of lanterns, this was in spite of the school letter invites including the dates that Glazey Days would be holding workshops. It was felt that the reason could have been that the schools had been concentrating on making poppies for the Fleetwood in Bloom competition. Hopefully next year we can have a best lantern competition so we will see more lanterns from the schools and the general public.

The Panto characters were happy with the arrangements put in place for them. The Committee thanked Anne Brown for the use of her facilities at her shop.

Your Fylde TV is editing the video that they took of the Parade and will send it through when ready for publication.



The idea of the tableaux with participants on stage and singing we wish you a Merry Christmas worked very well and brought a proper end to the concert. The Committee agreed that it had been a fantastic evening. All positive comments on Facebook and the bucket collection raised £376.14, well up on last year.

#### **Item 612. Updates from the Ball**

Congratulations to Jacqui and Michael for the amazing number of raffle prizes they have managed to acquire from Affinity for the Ball. All prizes will be listed with the donators details for an acknowledgement to be issued later.

Committee members will call at the office Thursday to determine the number of raffle prizes and how many hampers to be made up. Some prizes are too small to be as stand-alone prizes. The Christmas cake should be put in a hamper rather than as a raffle prize.

**Action Point- Lorraine Beavers and Michael Conn**

Baskets if required to be purchased. **Action Point- Dawn Spooner**

Hampers need to be made up and dressed, check if there is any red ribbon left over from the sweetie explosions at the office **Action Point- Lorraine Beavers**

Debra has prepared a float for the Raffle which will need collecting/signing for, no later than Wednesday 28th November.

The raffle prizes will also need numbering and sorting – one in the balloon and one on the prize. 110 Bah Humbug tickets and 40 numbered tickets to be taken to Christine Smith by Friday 30<sup>th</sup> November. **Action Point- Jacqui Victor Corrie**

Raffle prizes to be delivered to Parkside Saturday morning.

Contact number is required for the person at Parkside for her to decorate the room for table plans and novelties to be put out. What time will it be open so that the raffle prizes can be taken in? **Action Point- Dawn Spooner.**

**Terry Rogers** to meet at FTC office to pick up prizes to go to Parkside using Terry, Jacqui's and Christine's cars. Prizes to be placed on the raffle table in numerical order.

80 people possibly attending the Ball to date. The Committee suggested that next year the Ball should be advertised in June.

**AOB** Cable ties removed from the old lights on the trees in the Pocket Park were left in the park and detracts from the illuminated trees. Julie Dalton said she would go to the Park and put them in the bin. **Action Point- Julie Dalton**

**Item 613. To agree date and time of next meeting. Tuesday 8<sup>th</sup> Jan 2019 7pm at the North Euston Hotel**