

DISS TOWN COUNCIL

MINUTES

Minutes of the meeting of the Diss Christmas Lights Switch-On sub-committee held at the Diss Youth & Community Centre on 21st June 2023 at 17.00 pm.

Present: In attendance: A. Rackham
G. Pagan
S. Kayne
E. Taylor
R Ludkin
A. Rackham (Alex)

CL 0623/02 **APOLOGIES**

Apologies were received and accepted by L King, K. Murthy (ex-officio)

CL 0623/04 **MINUTES**

Committee members approved the minutes from the last meeting. It was.

RESOLVED: that the minutes of the meeting held on the 16th of May 2023 were a true record and were duly signed by the Vice Chairman.

CL 0623/05 **DECLARATIONS OF INTEREST**

A Rackham and Alex Rackham

CL 0623/06 **PUBLIC PARTICIPATION**

There was none.

CL 0623/07 **ITEMS OF URGENT BUSINESS**

There were no items of urgent business.

CL 0623/10 **FINANCE**

The committee received an update on the Income and Expenditure for Christmas Lights switch on 2023, Committee noted that the current budget for this year's event is £5040.05.

CL 06523/11 **STALLS**

The Committee received an update on stalls for this year's event and committee discussed stalls and pitch fees for this year's event.

Resolved

- 1) To hold event as last year on Market place and have small Fair Rides on Meres Mouth.
- 2) To look at stall prices again and change prices to:

All main stalls £40.00 + vat.	Total Fee £48.00
Craft Stalls £20.83 + vat	Total Fee £25.00
All Charity Stalls £10.00+ vat	Total Fee £12.00
- 3) Stalls Booked
 - Debbie's Donuts. (Trailer)
 - Dave Harris Hog Roast (Gazebo)
 - Flip and Sip, Burgers, Hot dogs etc
 - Glow Lights (Carts)
 - My Bubbles, Waffles (Trailer)
 - Wax Melts (Gazebo)
 - Fully Loaded (Trailer) -

- Florencos Coffee (Horse Box)
- Charlie Knights Sweets

4) Stalls to be approached to cover items not sold above due to limited space on Market Place, to be discussed at next meeting: -

- 1) Wonky Donkey (Bar)
- 2) Tudor Bake House
- 3) Tiago's Pizza
- 4) Guilty Free Soaps
- 5) More stalls may be needed with the new venue of the old Beales Store being used as a small Market Area

(Action: S. Kayne, to source stalls)

CL 0623/12

ENTERTAINMENT

Members discussed the entertainment it was.

RESOLVED:

- 1) To increase the donation for Santa this year to £100.00 but will also look at sponsors this year to cover costs. If costs get too high decision was to not have a Santa's Grotto this year.
- 2) To ask Larry Gray to provide two children's rides on Meres Mouth around the New Artwork
- 3) Committee agreed to contact Joe Aiken and Jemma Aiken to perform again this year.
(Action: R Ludkin; by next meeting)

7) Committee agreed that they would like to approach Greasepaints.
(Action: L. King; by next meeting).

8) Committee agreed to approach the Drag Act for costs to perform this year.
(Action: S. Kayne; by next meeting)

CL 0623/13

MEMBER UPDATES

1) Committee agreed that they would like the Sponsorship social media invites to be sent out in late August.
(Action: K. Jaynes, by August 2023)

2) Committee were updated that Ratiobox are interested in sponsoring the Christmas Lights event, their email address is: abigailyaxley@ratiobox.co.uk.
(Action: K. Jaynes; by August 2023).

3) Committee wanted application forms updated to start sending out for this year's event, with a date of 13th October to have all forms back and monies paid.
(Action: R. Ludkin, by next meeting.)

CL 0623/14

DATES OF FUTURE MEETINGS

The dates of future meetings were discussed. It was.

RESOLVED: That this sub-committee would meet on Tuesday 1st August at 17.00pm at the DYCC.

Meeting closed at 18.25pm.

SUB-COMMITTEE CHAIRMAN
Suzanne Kayne