

DISS TOWN COUNCIL

MINUTES

Minutes of the meeting of the Diss Christmas Lights Switch-On sub-committee held at the Diss Town Council Offices on 14th November 2023 at 18.30hrs.

Present: In attendance: A. Rackham
G. Pagan
S. Kayne
E. Taylor
R. Ludkin
L. King

CL 1123/01 **APOLOGIES**

Apologies were received and accepted from K Murphy (ex -officio).

CL 1123/02 **MINUTES**

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

RESOLVED: that the minutes of the meeting held on the 19th October 2023 were a true record and were duly signed by the Chairman.

CL 1123/03 **DECLARATIONS OF INTEREST**

There were none.

CL 1123/04 **PUBLIC PARTICIPATION**

There were none.

CL 1123/05 **ITEMS OF URGENT BUSINESS**

There were none.

CL 1123/06 **FINANCE**

The committee received an update on the Income and Expenditure for Christmas Lights switch on in 2023.

It was noted that the current budget for this year's event is £5040.05.

Expenditure to date £4510.51

Income £3799.11

Funds available £4328.65

A big thank you goes to our sponsors as this helps to put on a great event for families at Christmas time and helps towards putting on an event for next year.

CL 1123/07 **STALLS**

The Committee received an update on stalls for this year's event for St Marys Church, No 8 and Market Place.

1) St Marys Church (Charity Stalls)

Merryfield's Nursery
Amy Davenport
The Pink Trolley
Sophie Cope
Maya Dubiel
Diss Baptist Church.

2) Stalls to go into No.8 Marketplace Area: -

2 x Potters (1 stall)
The Guilt Free Soapery
Dog Treats
Sweets and Treats
Wax Melts (Diane Pretty)
Wood Products (Claire Throssell)
Susan Parker (sea glass jewellery)

3) Outside Market Area

Debbie's Donuts. (Trailer)
Dave Harris Hog Roast (Gazebo)
Flip and Sip, Burgers, Hot dogs etc (Vehicle)
Glow Lights (Carts)
My Bubbles, Waffles (Trailer)
Fully Loaded Fries (Trailer)
Florencos Coffee (Horse Box)
Wonky Donkey Bar (Horse Box)
Park Radio and Child Tent
First Aid Tent
2 x Platinum Stalls
Chim Chim

RL confirmed banners were now up on the Market Place except for 3 extra banners for Platinum Sponsors to go around staging on the day.

CL1123/08 1) ENTERTAINMENT

Members discussed the entertainment. It was: -

RESOLVED: The main stage entertainment schedule timings were agreed as follows:

- 12.00 - 15.00 Compere and music by Park Radio
- 14.30 – 15.00 Voice Squad on Stage
- 15.00 till close Compere Ben Langley
- 15.10 – 15.30 Greasepaint Academy (performing off stage) with Believe in Magic
- 15.10 – 15.30 PRTY to set up on stage.
- 15.35 - 16.00 Serena Grant (singer)
- 16.10 – 16.25 Joe and Jemma Aiken
- 16.30 – 17.00 Will Power (Singer)
- 17.00 – 17.15 Ben Langley and switch on
- 17.20 – 18.20 PRTY (Band)
- 18.20 – Close

United Reformed Church will be also having their own activities within the Church from 1pm to 5pm where Santas Grotto will be located within the premises.

It was agreed that:

- 1) Tickets for Santas Grotto to be issued in time slots from 11.00am and will cost £3.00 per Ticket and will be on sale from 10am at the United Reform Church
- 2) More Santas prizes to be Ordered by AR and wrapped up at next meeting, Christmas paper supplied by The United Reform Church.
- 3) RL to investigate float for day.
- 4) RL to look for extra helpers on the day to cover the Parade.

5) Parade

Parade to start at the back of Boots / No 8 (Beales) with the Fire Engine from Blooms as previous years with Santa and the Mayor and Cadet sitting on it.

In front of the Fire Engine will be Parky Bear, Carl Baker Bubbles, Corn Hall Panto cast, Dinsdale Duck, Salvation Army, SK, and RL.

Times were agreed but may vary on the day.

6) Food

SF: To source sandwiches on the day for Committee members and helpers.

LK: To provide food for helpers of event in United Reformed Church with the permission of The United Reform Church.

CL 1123/09 **MEMBER UPDATES**

There were none.

CL 1123/10 **DATES OF FUTURE MEETINGS**

The dates of future meetings were discussed. It was.

RESOLVED: That the next meeting of this sub-committee will meet on Tuesday 28th November at 5pm at the Council Offices

Meeting closed at 8.10 pm.

SUB-COMMITTEE CHAIRMAN
Suzanne Kayne