

# 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 11<sup>th</sup> August 2022 at 6pm.

Present: In attendance: Suzanne Kayne (Chair)  
Andrew Rackham  
Robert Ludkin, Maintenance Manager (Secretary)  
Liga King (Vice Chair)  
Gabrielle Pagan  
Eric Taylor (ex-officio)  
Brendan King

**CL 0822/01 APOLOGIES**

Apologies were received and accepted from Lee Rackham, but no apologies were received from Cllr Sonia Browne.

**CL 0822/02 MINUTES**

It was agreed that the Minutes of the Christmas Lights Committee held on 11<sup>th</sup> August 2022 were a true record and were duly signed by the Chairman.

**CL 0822/03 DECLARATIONS OF INTEREST**

There were none

**CL 0822/04 PUBLIC PARTICIPATION**

There were no members of the public present.

**CL 0822/05 ITEMS OF URGENT BUSINESS**

There were no items of urgent business.

**CL 0822/06 STALLS**

RESOLVED:

- 1) Members agreed to the following vehicle stallholders for this year's event: Debbie's Donuts, Khushee Street Indian Street Food, Ampersand Bar, Flip & Sip Lydia and Ivan's Burger Van, Bucket List, Food Dude (want electric) and Florenco's Coffee.
- 2) Members agreed to the following non-vehicle stallholders for this year's event: Dave Harris Hog Roast, USA Sweet Sensations, Committee Adult and Children's Tombola stall.
- 3) Members agreed that Tombola tickets would be 5 for a £1.00 and that all committee members to provide a bottle for the adult tombola and to look for sponsorships to cover the other prizes for adult and children. Andrew Rackham to source gazebo to house the stall.

**(Action: To find sponsors for the Tombola, Aug/Sep 2022  
To ask stall holders to give a donation from  
their stall i.e.: meal / drink voucher on the night)**

**CL 0822/07 ENTERTAINMENT**

Members discussed the available entertainment for the Christmas Lights switch on. It was

RESOLVED:

1) Members discussed staging, sound and lighting.

(Action: AR: To confirm costs of the staging, sound, and lighting)

2) Members discussed performance times for the event. It was

RESOLVED:

- 1) To have performance times from 15.00pm until 18.00pm, with switch-on at 17.00pm
- 2) To confirm the following entertainment acts and timings.

15.00 pm Serena Grant  
15.30pm Joe Aikin and Emma Aikin  
16.00pm Ben Langley  
16.15pm Reflections of Abba  
17.00pm Ben Langley  
17.15pm Switch on with Cornhall cast, Santa, Mayor of Diss, Ben Langley  
17.25pm Reflections of Abba  
18.00pm Finish

3) Members discussed the parade for 2022. It was

RESOLVED:

To have Santa on the Bressingham Fire Engine with The Mayor of Diss being led by the Salvation Army Band, Dinsdale Duck and Cornhall Panto Cast.

To have bucket collections for the Mayor's Charities, Cancer Research and Marie Curie.  
To ask a local repair man Roy Aziz to be part of the celebrations.

Larry Gray would appear again this year on Meres Mouth and pay the relevant fees.

CL 0822/08

### **COMMITTEE MEMBER RESPONSIBILITIES**

Members discussed responsibilities of committee members: It was

RESOLVED:

RL: To check dates for Diss Matters nearer to the event and Park Radio Brochure  
SK: To send application forms to stall holders  
SK: To source more volunteers from the Cornhall.  
KJ: To send out sponsorships to companies  
AR: To get quote for staging, lights, and sound  
SB: To contact Kieran to be Dinsdale Duck in the Parade  
GP: To contact the Voice Squad to sing 2pm -3pm (Outside UCR Church)  
RL / AR: To confirm stage and stall positions on Market Place  
RL /AR: To look at new Template for Event.  
Lk: To mend Santa Suite.  
AR: To confirm how many books needed for Santa's Grotto.  
SK: To ask USA Sensations to sell Candy Floss and Roasted Chestnuts.  
RL: To check if security is need and seek quotes  
SK: To ask if Reflections of Abba Band can change at the Cornhall  
RL: To seek prices for 2 x big bins from South Norfolk Council  
LK: To ask Melanie Towers to hand sign for the deaf at the event.  
RL: To seek photographer for event.  
SK: To sort material for the tv at the Octagon  
GP: To confirm name of UCR Church event at next meeting

CL 0822//09

### **BUDGET**

**Budget Figures to date    £3562.45    minus**

Town Flags	£149.16
Road Closure	£38.66
Deposit Abba Band	£50.00

**Total                            £3324.63**

**CL 0822//10    MEMBER UPDATES**

There were none.

**CL 0822/11    DATES OF FUTURE MEETINGS**

The dates of future meetings were discussed. It was.

RESOLVED:    That this sub-committee would meet on Thursday 15<sup>th</sup> September 2022 at Diss Youth Centre upstairs at 6pm.

Meeting closed at 7.50pm

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SUB-COMMITTEE CHAIRMAN

Suzanne Kayne