

# DISS TOWN COUNCIL

## MINUTES

### DRAFT

Minutes of the meeting of the Diss Christmas Lights Switch-On sub-committee held at the Diss Town Council Offices on 18<sup>th</sup> June 2024 at 6.00pm.

Present: In attendance: A. Rackham  
Alex Rackham  
G. Pagan  
S. Kayne  
R. Ludkin  
K Murphy (ex-officio)

#### CL 0624/01 **APOLOGIES**

Apologies were received from A Bloom and L King.

#### CL 0624/02 **MINUTES**

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

RESOLVED: that the minutes of the meeting held on the 30<sup>th</sup> April 2024 were a true record and were duly signed by the Chairman.

#### CL 0624/03 **DECLARATIONS OF INTEREST**

Minute No.	Committee Member(s)
Item 7 and 8	Andy Rackham & Alex Rackham

#### CL 0624/04 **PUBLIC PARTICIPATION**

There were none.

#### CL 0624/05 **ITEMS OF URGENT BUSINESS**

There were none.

#### CL 0624/06 **FINANCE**

The committee received an update on the Income and Expenditure for Christmas Lights Event 2024. It was noted that the current budget for this year's event 2024 is £5097.31.

#### CL 0624/07 **STALLS**

The committee discussed registered stall interests sent in for the event. It was.

RESOLVED: To send application forms to the following: -

- 1) Harris Hog Roast (Gazebo)
- 2) Artisan Fudge (Heavy Duty Gazebo)
- 3) Florenco's (Horse Box)
- 4) Fully Loaded Fries (Trailer)
- 5) Wonky Donkey (Bar)(Horse Box)
- 6) Dinky Donuts (Trailer)
- 7) My Bubbles Waffles (Trailer)
- 8) Tikka Tonic (Trailer)
- 9) Balloons (On Foot)
- 10) Park Radio (Lost Children / Comperes) Gazebo

- 11) First Aid (Gazebo)
- 12) To have 6 x Charity Stalls within St Marys Church
- 13) All Stall traders to be charged £54.00 including vat
- 14) Charity Stalls will be free
- 15) All stalls to arrive from 12.00 and be set up for 14.00pm and trade until 18.30pm.

It was also noted that this year to ask all traders if they wanted to use a main generator being provided by the Sound Contractor rather than using separate ones at a cost of £20.00 payable to the Sound Contractor before the event.

Details to be given nearer to the event.

**CL0624/08**

**ENTERTAINMENT**

Members discussed the entertainment. It was:

RESOLVED:

- 1) GP to ask Flash Mob / Grease Paint to perform for a 15/ 30-minute slot.
- 2) SK to contact Salvation Army to Perform by stage and have fixed slot.
- 3) AR to give quote for staging and lights based on normal stage and smaller version.
- 4) SK to confirm Santas Slot on the day
- 5) SK to ask Serena to move to different slot to add another artist.

RESOLVED: Performance times were discussed and drafted as follows, subject to change.

14.45 – 15.10	Salvation Army?
15.10 – 15.40	Serena Grant
15.40 - 16.00	Grease Paint / Flash Mob?
16.00 -16.30	Ben Langley show
16:30 - 17.00	Serena Grant / other
17.00 – 17.30	Will Power
17: 30 –18.10	Ben Langley shows and switch on.
18.00	Switch On
18.10 - 18.30	Will Power
18.30	Finish

Parade starts from Church Street and goes up Mere Street from 17.30 / 17.40 to the stage area. at the Marketplace.

**CL 0624/9**

**MEMBER UPDATES**

RL: To look at site for Punch and Judy stage on the United Reformed Church Car Park with GP.

KM: Due to other commitments will not be unable to attend any more meetings but will help on the day and will ask another Councillor to fill his place on the committee.

RL; To ask George to be Dinsdale again this year.

**CL 0624/10**

**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 23<sup>rd</sup> July 6pm at the Council Offices.

Meeting closed at 20.00

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SUB-COMMITTEE CHAIRMAN  
Suzanne Kayne