

# BEVERLEY TOWN COUNCIL

## BEVERLEY CHRISTMAS LIGHTS (Working Group Meeting)

**21<sup>st</sup> October 2014**

**Present:** Councillors Gray, Bottomley and Whitfield, Bill Rice (representing Harry Burton (Beverley Lions)), Prue Blake (Fund Raising Group), Phil Scaife (Chamber of Trade) David Fewster (Beverley FM) (representing Julian Minshall (Chamber of Trade)) and Peter Jacobson (ERYC Street Lighting)

**In attendance:** Carol Oliver (Deputy Town Clerk)

### **429 To receive apologies for absence**

Apologies were received from Harry Burton and Julian Minshall.

### **430 To note the minutes of the meeting of the 16<sup>th</sup> September 2014**

The minutes of the meeting of the 16<sup>th</sup> September 2014 were noted.

### **431 Matters arising not on the Agenda**

Mrs Blake said that Quality Solicitors Lockings had agreed to pay for the PA system in Wednesday Market and would like their logo on the programme for the day and she is to arrange for this to be forwarded to Mr Scaife. The Deputy Town Clerk is to do a letter of thanks. Liam has said he will collect and erect the platform outside Quality Solicitors Lockings. The presentation of certificates and prizes to the young people is to be done by Dean Windass.

Liam has quoted £85 for a PA system for Wilcos corner. Cllr Gray said that only St John's School are able to perform at the event. Cllr Gray is going to approach Keldmarsh Primary School. Neil King of Other Lives Productions is to be approached to do a reading of the Christmas Carol.

Cllr Gray is to ask the Beverley Pipe Band to lead the crowd from Wednesday Market to Saturday Market.

The timings of the event were confirmed as:

3pm	Wednesday Market – presentation of Certificates/Prize Giving
3.30pm	Lighting of the Wednesday Market tree
As the crowd will be moving down Toll Gavel the Angel Square tree will be lit.	
3.45pm	The Wilco tree will be lit
4.10pm	the Little Blizzards will be lit in Saturday Market.
4.20pm	The Market Cross Beverley Lions service will commence

### **432 To receive the financial accounts**

The Town Council account has £3836. The Beverley Christmas Lights Appeal group account has £4132. The Quatro evening raised £507 and the emptying of the tins raised £43 which is included in the £4132.

The Deputy Town Clerk reported there is £2500 (the second half of the precept) the VAT in the sum of £774 and the monies received from the Christmas Trees to be put into the bank account.

Mr Scaife reported that the chamber of Trade event is self funding and any profit made is goes back into the Lights Appeal.

#### **433 To discuss the erection of the Christmas trees**

The erection of trees was discussed. At present there are 62 trees and two companies are going to inform us on Wednesday.

Mr Jacobson said the cost would be £519.40. The Deputy Town Clerk reported that the trees would have their lights put on at the office by the ladies of the Beverley Christmas Lights Appeal Group. The Town Council Handyman would be asked to transport the trees to their various locations.

Mrs Blake said that a cherry picker had been offered free without labour. The Deputy Town Clerk reported she is making enquiries for a trained person to use the cherry picker. *(After the meeting this was confirmed at £250 for two men on the 23rd November).*

The trees are to be chosen by Lesley Henderson of Woodlands and the Deputy Town Clerk is going to contact Boyes to ask them if their back yard could be used as storage. Delivery of the large tree should be around 14<sup>th</sup>/15<sup>th</sup> November. All the lights available are to be used.

#### **434 To receive an update on fund raising events**

Mrs Blake promoted the Christmas Table and room decoration evening demo with Kevin Hara on Tuesday 25<sup>th</sup> November at 7.30pm at Conservative Club, Wylies Road, and ticket prices are £7.

#### **435 To consider the 2014 event**

Cllr Bottomley arrived at 1.45pm.

Cllr Gray is to ask the Beverley Pipe Band to lead the crowd from Wednesday Market to Saturday Market.

The timings of the event were confirmed as:

3pm Wednesday Market – presentation of Certificates/Prize Giving

3.30pm Lighting of the Wednesday Market tree

As the crowd will be moving down Toll Gavel the Angel Square tree will be lit.

3.45pm The Wilco tree will be lit by the Mayor.

4.10pm The Little Blizzards will be lit in Saturday Market.

The Beverley FM are going to lead the countdown for the switch on of the Little Blizzards

4.20pm The Market Cross Beverley Lions service will commence.

Mr Scaife said he would send all the information to the Deputy Town Clerk for passing to all members for any views or comments. The event will commence at 1pm til 7pm. There is to be charity stalls, ice rink, Santas Grotto, snow globe, old style fair rides, hog roast, hot chestnut sellers, bbq, film being show, refreshments of tea, coffee, soft drinks and mulled wine and bands on stage. Mr Scaife said that the siting of the stalls and other attractions are being mindful and respectful to the Market Cross Service. East Riding College are providing the projector and screen and agreed to do the programme for the day. Risk assessments are to be provided for all attractions to the Town Council together with public liability insurance.

The lost children is going to be handled by Dave Fewster at the “command centre” and the Deputy Town Clerk is to forward the information the Council have to him.

The Deputy Town Clerk reported that she had received the risk assessment from Beverley Lions.

Mr Jacobson confirmed to Bill Rice that erection of the tree at Market Cross is the 25<sup>th</sup> November.

Mr Fewster queried the use of electricity for the stage and he is going to speak to the stall holders on Saturday Market to find out how they access it. If assistance is required, he will contact the Deputy Town Clerk.

Cllr Whitfield left the meeting at 2.40pm.

Mr Rice showed the art work for the new banners.

Mr Jacobson said he is arranging delivery of the cross pieces.

The Deputy Town Clerk reported she had got quotes for first aid for the event in the sum of £500 and stewards who are trained in crowd safety in the sum of £204. All agreed to employ these two companies.

The Deputy Town Clerk reported that Street Enforcement had informed her they would have a presence on the day to assist with hawkers.

Closed at 2.55pm.