

BEVERLEY TOWN COUNCIL
BEVERLEY CHRISTMAS LIGHTS

5th November 2013 at 1.30pm
(Working Group Meeting)

Present: Councillors Gray, (Chair), Councillors Bottomley and Whitfield, Phil Scaife (Chamber of Trade) and Mr Harry Burton (Beverley Lions)

In attendance: Mr Rod Towse (ERYC) Ann-Marie, Liz and Darren (KCFM), Jonathon Le Vine and Mike Fleming (Rotary Club) and Carol Oliver (Assistant Town Clerk)

372 To receive apologies for absence

Apologies were received from Mrs Prue Blake (Christmas Lights Appeal Committee)

373 To note the minutes of the meeting of the 1st October 2013

The minutes of the meeting of the 1st October 2013 were noted.

374 Matters arising not on the Agenda

Mr Towse reported that the road closures were in place and he awaited a meeting with the Town Council staff to organise the road closures.

Mr Scaife reported:

(i) all the stalls be in place by 500pm and any vehicles removed from the site. At present there are 22 stalls. The Rotary Club confirmed they would like a stall. Mr Scaife said that the groups are providing a gazebo which the Chamber of Trade will arrange to anchor down. The Chamber of Trade would provide tables and lighting. A site plan is to be provided to the stall holders and Mr Scaife will be on site all day.

(ii) the ice rink is in place for one day only outside Yorkshire Bank.

(iii) the blow up screen would be outside Browns and the film would be shown once.

Cllr Gray asked what the cost would be to the group. Mr Scaife said that there would be no cost to the group and he hoped that some funds would be given back to the group. Any loss would be met by the businesses within the Chamber of Trade.

375 To discuss with the KCFM radio station the Lighting up Event

KCFM will do what we require them to do and be unobtrusive. Cllr Gray provided a programme for the event which starts at 615pm. They will fill in with Christmas music, record the countdown and send it back to KCFM for broadcasting. KCFM will advertise the event in the two weeks leading up to it and it will be on their website. The presenter will announce at Market Cross and then move down to announce at Angel Square, Wilkinsons and Wednesday Market. KCFM can do interviews with the people switching on the lights if we require this. KCFM said it is vital we keep in touch so they do what we want.

376 To receive the financial accounts

The Assistant Town Clerk reported that the Town Council Account balance stood at £5805.14 (this included the majority of the trees purchased by traders).

In the absence of Mrs Blake, the Assistant Town Clerk reported the Fashion Show made a profit of £984 and the Lifestylers have raised £355.

Three more snowflakes have been purchased and the bill for this year's work by the East Riding work needs to be paid.

377 To make the final arrangements for the erection and taking down of the small Christmas Trees

The number of trees stands at 52. The Rugby Club have been contacted to assist with the erection and taking down of the trees. The date for erection is 24th November 2013 and the date for taking down is 5th January 2014. The Assistant Town Clerk to contact the Rugby Club with the dates.

Lesley from Woodlands has provided quotes for the trees of £455 for the large tree and £19.75 each for the small trees. It was agreed to go ahead and place an order. The small trees will be delivered to Market Cross on the morning of the 24th November. The PAT testing has been undertaken by the Town Council handyman and there are 80 serviceable lights. The Assistant Town Clerk to contact Boyes re: storing the large tree as in previous years.

378 To make the final arrangements for the Lighting up event on 29th November 2013:

(i) risk assessment for Beverley Town Council insurance

The Assistant Town Clerk asked for the risk assessments so these could be forwarded to the Town Council insurers and Rod Towse.

(ii) school song choices

Cllr Gray said that Keldmarsh, St Nicholas, St John RC and St Mary's School Choirs are all singing at the event.

The Mayor of Beverley and the President of the Beverley Lions Club are to be invited to the event. The Assistant Town Clerk to write to them.

The Assistant Town Clerk reported that the Appeal Committee are having a stall to sell mulled wine and mince pies and tombola if sufficient prizes are received.

Cllr Gray reported the Beverley Pipe Band will lead us through the town.

The Rotary Club will provide sound equipment for Angel Square with a member of the Rotary Club will be responsible for it. The presenter from KCFM will do any announcing required. Other sound equipment is available from the Town Council and the Lions. The Lions will be using their equipment at the Market Cross.

A celebrity is hopefully being arranged to switch on the Wednesday Market lights. The children who win prizes in the poster competition are to be asked to do the countdown. Cllr Gray said she had also asked St Mary's school choir to do this. Lockings are funding a platform and PA system with some open mic performers. The East Riding Theatre may be involved. This will start about 630pm to entertain people and the event will finish to enable people to go into Saturday Market to watch the film.

Mr Scaife said that some local bands would like to use the stage after the lighting up event.

Cllr Gray said it is vital that all the events taking place need to be notified to the group as everyone's contribution is valuable.

Cllr Gray said St Mary's Church were having a craft fayre and selling biscuits from 5-8pm.

Meeting closed at 2.30pm.