

HAILSHAM TOWN COUNCIL

FESTIVITIES AND EVENTS COMMITTEE

Notice is given of a meeting of the Festivities and Events Committee to be held at the Fleur de Lys Council Chambers, Market Square, Hailsham on **Monday 12th May 2014** at **6.00 pm**.

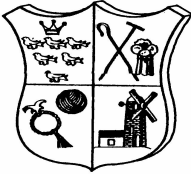
Prior to commencement of the formal business a period of not more than 15 minutes will be set aside during which Members of the Public present will be permitted to address the Committee at the invitation and discretion of the Chairman.

The Order of business to be transacted will thereafter be:-

1. **Apologies for Absence**
2. **Declarations of Interest**
To receive notice of declarations of personal and prejudicial interests in respect of items on this agenda.
3. **Confirmation of Report**
To confirm the notes of the meeting of the Festivities Committee held on Monday 7th April 2014
4. **Matters Arising from previous minutes**
5. **Christmas Lights Switch on Event 2014**
Update on Light Switch on, Saturday 22nd November 2014
6. **Christmas Market 2014**
To discuss the Christmas Market Saturday 6th December 2014
7. **Town Fete 2014**
To discuss the Town Fete to be held on Saturday 12th July 2014
8. **Bonfire Society**
General update
9. **Charter Market 2014**
To discuss the Charter Market on Saturday 9th August 2014

John Harrison
Town Clerk
6.5.14

HAILSHAM TOWN COUNCIL FESTIVITIES AND EVENTS COMMITTEE



REPORT (Minutes) of the Festivities and Events Committee relating to the organisation of festivities and events held at the Fleur de Lys Council Chambers, Market Square, Hailsham on Monday 12th May 2014 at 6.00 pm.

Prior to commencement of formal business, a period of not more than 15 minutes was assigned for the purpose of permitting members of the public to address the Committee or ask questions (on matters relevant to the responsibilities under direction of this Committee) at the invitation and discretion of the presiding Chairman.

None were present.

13/7/97

Committee members present

Councillors: Mrs J. Bentley, Mrs M. Burt, Mrs M. Skinner, C. Triandafyllou

Other members present

Mr J. Cullen (Hailsham Community College), Mr B. Funnell (Hailsham Rotary), Mrs R. Piggott (Hailsham Bonfire Society), Mr J. Ward (Hailsham Lions), Mrs D. Sinden (Hailsham Parish Church)

Officers in attendance: K. Moralee, M. Caira

98

Apologies For Absence:

Committee Members

Councillors Ms A. O'Rawe and M. Ryan

Other members

N. Collinson, Mr A. Osborne (Hailsham Bonfire Society) Mr M. Robinson Sivyer (Hailsham Community College)

99

Declarations of Interest

None were received.

100

Confirmation of Minutes

M. Robinson Sivyer advised the sentence "M. Robinson-Sivyer advised he would speak to the local primary schools to see if they would like to get involved in a nativity play at the light switch on" was incorrect as he was contacting the schools regarding singing at the event, not a nativity.

RESOLVED that the minutes of the Festivities Committee meeting held on Monday 7th

April 2014 be amended and confirmed as a correct record.

101

Matters Arising

M. Skinner advised that Ali's Barbers, the Post Office, Plummer Parsons and the Chiropodists in North Street had all agreed to have a wall mounted Christmas tree on the outside of their premises. The Committee Clerk advised that the electrical contractor, Guy Osborne, had given the following information about fixing the Christmas trees to buildings and obtaining the electricity for the lights on the trees. There were three options for this:

- a) A suitable wall mounted external 3pin 13amp socket.
- b) Access to an existing external feed to a shop sign that can be tapped into.
- c) An internal 3pin 13amp socket near to the tree location that may be able to pass through a gap in the window frame or may require a small 10mm diameter hole drilling through a window frame/wall for the supply cable to pass through.

It was agreed that if a fifth shop requested a tree the extra £100 for this could be taken out of the festivities budget.

102

Christmas Lights

J. Cullen advised he had spoken to the musical department at Hailsham Community College and it would be possible to organise some singing and possibly a band for the switch on event.

The Rotary Club confirmed that Santa and his sleigh would be present at the switch on from 4.45 pm – 5.30 pm; J. Bentley stated she would try and organise some sweets for Santa to give to the children.

D. Sinden suggested St Mary's Church could be open for the switch on, between 4.30 pm and 5.30 pm. She advised she would speak to her colleagues for ideas of what could take place at the Church at this time.

J. Bentley and K. Moralee will approach Dominos regarding the design a pizza competition.

103

Christmas Market

M. Caira advised he will present a proposal from Hailsham Forward at the next festivities meeting, but the general idea will be to have 40/50 stalls at the market.

104

Town Fete

The programme sponsored by BMW in Hailsham will be finalised shortly.

A bouncy castle assault course has been located and will be booked shortly. It was confirmed East Sussex Fire Service will be present at the event with a fire engine and with the volunteers organising badge making for the children. There will be a "challenge cup" between the houses of the college, plus face painting, nail painting and guess the weight of the cake.

J. Cullen advised that the times of the Fete have been agreed as 11.00 am to 3.00 pm.

Charities will need to be set up by 10.00 am and they can have access to the site from 8.00 am.

105

Bonfire Society

R. Piggot advised the Bonfire Society has received positive support and 14 businesses had pledged their support with another 3 possible supporters.

D. Sinden suggested St Mary's Church could open at the time of the Bonfire Society fireworks event on the 18th October, offering hot chocolate before the start of the procession.

106

Charter Market

23 food stalls so far had confirmed they would be attending the event.

At the evening event there will be stalls selling red and white wine, two Sussex brewery stalls – Harvey and Dark Star and a local Sussex cider stall from Norman Hunt in Battle, plus bread from Truffles in the High Street and cheeses and meats.

The Committee were advised that a number of tables and chairs will be available to place in Vicarage Field with some more available to rent, if necessary. Members were asked what numbers should be catered for, for the above, and after some discussion it was agreed to cater for 100 people.

The Committee Clerk advised that a jazz band had been booked for the evening but some further entertainment was required for in between. J. Cullen advised he will approach some of the pupils from the College to sing at the event.

The Committee Clerk advised she had contacted the 1940's singers "Swingtime Sweethearts" and it was decided they could sing from approximately 4.30 pm to 5.30 pm.

It was requested the PCSO's are contacted and asked to attend the evening event.

Members agreed to place an advert for the Charter Market in "What's On" magazine and also the Hailsham Lions programme.

107

Tour of Britain

J. Bentley advised that the Tour of Britain will be passing through Hailsham on 13th September, with the time to be confirmed.

There being no further business the meeting closed at 6.50 pm. The next meeting will be held on Monday 2nd June at 6.00 pm.

Global/Minutes & Agendas/Festivities