

Events Working Group
Minutes of the Meeting held at the Town Hall
on Thursday 20th July 2017 at 10:00am

Present: Cllr Mrs Lynn Little (**Chair**), Cllr Mrs Dee Bulley, Cllr Mrs Carol Wilson

Rosemary Calcutt, Jane Corban (10:25am), Melvin Long (**Deputy Chair**),
Don Rouse

Scott Edwards (**Admin Support**)

Apologies: Cllr Mrs Chris Delaney, Cllr Mrs Sarah Scott-Stovold
Richie Barnes

1. Minutes of the Last Meeting

The minutes from the previous meeting were approved and signed by the Chairman.

2. Battle of Britain Fish and Chip Supper

- The banner for the event has been ordered, posters have been printed and distributed and the tickets have been printed.
- The Sisters of Swing are now unavailable however Rod Martin, a versatile self-contained singer, has been asked to perform and Ciara McAleese will also be performing on the evening.
- Melvin Long has agreed to discuss with Alison at Brownes Hall the possibility of a donated barrel of beer that could be sold at a vastly reduced price to emulate the forties pricing, at one pint per person. Cllr Little has agreed to discuss with Wadsworth Breweries about the possibility of providing the barrel.
- Cllr Little agreed to discuss with Mrs White about making some blackout curtains for the event.
- Councillors will be asked whether they can donate a raffle prize for the event, Cllr Little and Melvin Long have also agreed to discuss with the businesses in the town regarding raffle prizes.
- Strobe/search lights will be looked into to give the evening more war time atmosphere
- Jane Corban has agreed to try and source another performer, as she knows a group who dance to swing/jive music, as well as sourcing some military paraphernalia to decorate the hall.
- Cllr Little agreed to speak to the Town Clerk regarding setting a £500 budget for the event.
- Cllr Bulley offered to sit on the door at the event.
- Decorations to be sourced/made will include ration cards for the tables, war time posters, bunting and union flags for people to wave.

3. Christmas Lights – Friday 1st December 2017

- Cllr Little went through the Christmas Lights checklist, which is attached. It was agreed that Cllr Little would discuss with Ron Spurs and Stella Catt about bringing some of the deadlines forward.

- Members asked for the Christmas Lights wash up minutes were sent out in order for a recap on any issues from last year.
- Gill Carver is to be contacted regarding the lantern parade and whether she will be taking it on again this year and where the funding will come from.
- Cllr Little will be erecting a Memory Tree again this year as it proved to be very popular last year.
- The question was asked whether the Lions would have their Father Christmas right through the evening and have him set up on the market square to save in organising two grottos. Cllr Little mentioned that if Carterton Town Council helped with the presents, would the Lions consider making a donation to the Mayor's Charities as the grotto on the market square usually serves this purpose. Rosemary Calcutt and Don Rouse agreed to report back on the matter.
- It was agreed that the stalls should be mixed up on the evening and not to have all the charity stalls bunched together.
- Ron Spurs or Stella Catt to be asked to contact Witney Town Council for a list of stalls that they have attending their Christmas Lights in order to invite them to Carterton's Street Fair

The meeting ended at 11:20am

The date of the next meeting will be Thursday 7th September at 10:00am in the Town Hall