

KESWICK TOWN COUNCIL

Events Committee

**Council Offices
50 Main Street
Keswick
CA12 5JS
Tel 017687 73607**

13th November 2018

A meeting of the Keswick Town Council Events Committee will be held in the Council Chamber, First Floor, Council Offices, 50 Main Street, Keswick on **Tuesday 20th November 2018 at 10.30am. The press and public are welcome to attend.**



**Lynda Walker
Town Clerk**

AGENDA

- 1. Apologies**
To receive apologies for absence.
- 2. Minutes**
To approve the minutes of the Events Committee Meeting held on the 9th October 2018.
- 3. Christmas Lights Switch On – Friday 23 November 2018**
To finalise arrangements for the event.
- 4. Update on Budget**
- 5. New Event**
To discuss possible new event for early part of 2019.
- 6. Update from Partners**
To receive information on other events in Keswick
- 7. Date of next meeting**
To agree the date for the next meeting.

KESWICK TOWN COUNCIL

Minutes of the meeting of Keswick Town Council Events Committee held in the Council Chamber, First Floor, Council Offices, 50 Main Street, Keswick on Tuesday 9th October 2018 at 11.00 a.m.

Present: Councillor Paul Titley (Chair) (PT)
Councillor David Burn (Mayor) (DB)
Councillor Allan Daniels (Deputy Mayor) (AD)
Lynda Walker (Town Clerk) (LW)
Joe Broomfield (Town Centre Manager, Allerdale BC) (JB)
Vanessa Metcalfe (Keswick Tourism Association) (VM)
Sue Plant (Events Co-ordinator) (SP)
David Quainton (Keswick Rotary) (DQ)
Dave Roberts (Keswick Lions) (DR)

The Chair welcomed Sue Plant to the meeting and explained that Sue has agreed to take over the role previously performed by Heather Askew.

28. Apologies

Apologies for absence were received from:
Phil Byers (Geraud Markets)
Chris Harper (Podgy Paws)

29. Minutes

RESOLVED that the Chairman be authorised to sign as a correct record the Minutes of the Events Committee meeting held on 7th September 2018.

30. Christmas Lights Switch On Friday 23rd November 2018

Details/actions required:

- Nurses from Keswick Hospital have now agreed to perform the switch-on – **AD** to visit early November to confirm arrangements and obtain names for introductions.
- Rotary working with Packhorse Court businesses – 5.15 pm switch on of replica Tree of Light by 'Peter Rabbit' and performance by St Herbert's school choir 5.00 pm – 5.30 pm. Looking for other entertainment to cover the period from 4.30 pm – 6.00 pm. Rotary has a street collection permit. **AD** advised that Keswick Lions were intending to collect for their charities – **DQ/DR/AD** to liaise.
- Stage needs to be booked with Fluid Productions – **SP** to action.
- 'Waters Edge' to perform on Market Square stage
- **SP** to confirm Ben Purkiss available to act as MC
- **LW/SP** to locate the switch on button
- **AD** as Deputy Mayor (Mayor away) will start countdown
- **LW/SP** to locate fence to go around the Christmas tree on the Market Square used last year
- **LW** to find out when lights testing to take place
- **JB** agreed to ensure extra litter bins made available
- **PT** to check toilets will be open later
- **SP** to ask St John Ambulance to be present
- **DR** confirmed stewards available
- **VM** said webcam should be in place and will mean switch on can be watched from anywhere in the world

- **SP** to supply details of timetable etc to **VM** – **VM** to facilitate ‘electronic poster’ if possible
- Access needed to storage yard for barriers – to be put in place 4.30 – 5.00 pm and removed back to storage 7.30 pm approx. **LW/SP**
- **JB** confirmed no budget to place the usual advert in the Cockermouth Post

31. Updates from Partners – Other Events

- Live Advent to take place again – 11 businesses signed up so far pre-publicity
- Keswick Mountain Festival has now been sold to Triathlon Edinburgh Ltd with Nicola Meadley continuing as Festival Director
- Remembrance Sunday arrangements finalised – Veterans will be part of the march
- Santa costume available if anyone needs one

32. Date of Next Meeting

Tuesday 20th November 2018 at 10.30 a.m. in the Council Chamber (apologies noted from **DB**).

The meeting closed at 11.50 a.m.

Chair

Date