

**CHRISTMAS SUB-COMMITTEE MEETING OF THE
WITNEY TOWN COUNCIL**

Held on Monday 1 July 2019

At 6.15pm in the Gallery Room, Corn Exchange

Present:

Councillor: J Aitman (Chair)

Councillors:	T Ashby	D Butterfield
	O Collins	R Smith
Officers:	Mr John Hickman	Operations & Estates Officer
	Mrs Tracy Minns	Projects Officer
	Mr Adam Clapton	Office Manager
Others:	Mr T Carter	Rotary Club of Witney

X301 ELECTION OF CHAIR

Cllr J Aitman was duly elected Chair of this committee for the ensuing municipal year.

X302 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr J S King and D Parkes of Witney Wonderland.

X303 DECLARATIONS OF INTEREST

There were no interests declared at the meeting.

X304 MINUTES

The Council received and considered the minutes of the Christmas Lights Working Party meeting held on 4 March 2019.

- a) **RESOLVED:** to confirm as a correct record the minutes of the meeting held on 4 May 2019 for signature by the Chairman.
- b) **MATTERS ARISING:** there were no matters arising to be discussed at the meeting.

X305 UPDATE ON CHRISTMAS LIGHTING DISPLAY 2019

The Sub-committee received and considered the report of the Operations and Estates Officer as circulated prior to the meeting. Members were advised that the Council were committed to the lights contractor for this year but would have the opportunity to review the budget and infrastructure for the display in September and tendering in January 2020. The possibility of further sponsorship and challenges with advertising were discussed along with an additional Christmas tree outside of the Corn Exchange.

RECOMMENDED:

1. that the Operations and Estates Officer explores sponsorship of an additional tree outside the Corn Exchange with an interested party and agree in principle should the full cost of the tree and its components be covered, and;
 - a) ask if the interested party may also like to consider sponsoring lights in lower Bridge Street.

X306 **UPDATE ON SWITCH-ON EVENT 2019 FROM ROTARY**

The Sub-Committee received a verbal update from the Rotary Club representative and it was the club's expectation that this year's event would run in the same way as previous ones. Improvements had been made on staging, safety and road closures but, following the 2018 switch-on event, there was some concern on the timings of the Witney Wonderland event which was starting immediately after the switch-on.

RECOMMENDED:

1. that the Town Council passes concerns from the Rotary Club of Witney regarding Winter Wonderland timings on to the event organisers.

X307 **UPDATE ON ADVENT FAYRE**

Members of the Sub-committee were presented with an update on the annual Advent Fayre by the Projects Officer. Previous formats and activities were discussed along with the contribution of the Witney Model Club, further competitions and the need for assistance from Town Councillors.

RECOMMENDED:

1. that the Projects Officer contacts Witney Model Club to ask if they are able to provide Christmas-themed models;
2. that the Projects Officer invites all members of Witney Town Council to assist during the event and if they have a Father Christmas who may be available during the event.

The meeting closed at 6.55pm

Chair