

CHRISTMAS CARNIVAL CO-ORDINATING GROUP

Venue: Town Hall,
Moorgate Street,
Rotherham.

Date: Thursday, 27th October
2005

Time: 2.00 p.m.

A G E N D A

1. Apologies
2. Minutes of previous meeting held on 22nd September, 2005 (copy herewith).
(Pages 1 - 4)
3. Matters Arising
4. Budget
5. Christmas Lights - Permanent Wiring
6. Switch On Evening
7. Santa' s Grotto
8. Any other Business
9. Date and Time of Next Meeting

**CHRISTMAS CARNIVAL CO-ORDINATING GROUP
THURSDAY, 22ND SEPTEMBER, 2005**

Present:- The Mayor (Councillor Jack). Marie Hayes, Stewart Lister, Kate Moreman, Julie Roberts and Dawn Runciman.

Apologies for absence:- Apologies were received from Councillor Wootton, Colin Scott and John Wadsworth.

29. MINUTES OF PREVIOUS MEETING

Agreed:- That the minutes of the meeting of this Group held on 10th March, 2005 be received as a correct record.

30. BUDGET

Marie Hayes gave an update on the budget and confirmed that a report was being presented to the Corporate Management Team on Monday in relation to permanent wiring.

In terms of additional funding, income was limited from the rides, but Powergen were being approached about a sponsorship deal for the illuminated parade.

Various requests had also been received regarding stalls on the pedestrianised areas outside Woolworths, but it was acknowledged that this would cause obstruction for the illuminated parade.

Alternative funding avenues through Town Centre Management would be explored further.

Hallam FM would again host the event at no cost to the Council.

31. CHRISTMAS LIGHTS - PERMANENT WIRING

Marie Hayes gave an update on the process of obtaining permission from building owners to erect permanent wiring. Only five owners had responded and alternative options were considered to locate the wiring on the street lights.

Engineering Services were almost in a position to agree to the Christmas lighting locations in the next few weeks.

32. CHRISTMAS LIGHTS - CONTRACTUAL ARRANGEMENTS

Marie Hayes confirmed that there would be a new electrical sub-contractor for the erection of the Christmas lights. The new contractor had been approved by Engineering Services.

33. CHRISTMAS TREES

Discussion ensued about the location and heights of the trees that would be erected as part of the Christmas celebrations.

Agreement had been reached for no tree to be erected in All Saints Churchyard. This decision was to prevent the churchyard being excavated to install permanent wiring.

A repair was required to the ceramic piping in which the tree sat on Effingham Island. Agreement was reached that the repair would be undertaken, but a smaller tree be erected to try to prevent further damage to the ceramic piping in the future.

The tree for All Saints Square would be erected in the same place, but consideration should be given to its actual shape. This would allow sufficient room for Frosty, the Snowman.

Consideration would also be given to decorative banners depicting the Christmas message that would be hung on the safety barriers around the tree and whether other religious festivals could be combined in a similar way, subject to available funding.

34. SWITCH ON EVENING

Julie Roberts confirmed that Town Centre Management had yet to apply for a premises licence for the town centre. Further discussions would take place with the Council's Licensing Section.

Discussion ensued on the route of the illuminated parade, which would require a motorcycle escort. Consideration would also be given to the operation of the snow machines on switch on night and whether these could safely be monitored.

A meeting was arranged with Hallam FM next week to discuss the agenda for the evening.

The Mayor (Councillor Hilda Jack) would be switching on the lights on the night and assisted with representatives of Orchard House. Provision would be made for an area specifically identified for wheelchair users.

35. SANTA'S GROTTTO

Marie Hayes reported that she was in receipt of an e-mail from John Wadsworth, Rotherham Chamber of Trade, where at their Executive meeting a decision had been taken where they would no longer be involved with the Santa's Grotto. They also offered to sell back to the Council a variety of small gifts for the grotto should the Council wish to run it itself.

It was suggested that the Rotherham Chamber of Commerce be asked if they would like to be involved with the Santa's Grotto initially. Further options were suggested involving Town Centre Management or the Rotherham Rotary/Lions should the Chamber of Commerce not wish to take up the offer.

36. ANY OTHER BUSINESS

(a) LCD Big Screen

Dawn Runciman reported that it had been the intention for the LCD screen to be erected in All Saints Square ready for switch on launch. However, due to a problem with the hydraulics, the launch of the screen had been delayed, but it was hoped that this could be resolved and used during the Christmas period.

It was noted that a group had been established to look at the content material to be displayed on the screen and each request would be judged on its individual merits.

(b) Christmas Craft Market – Rother Valley Country Park

The Rother Valley Christmas Craft Market would be held on Sunday, 4th December, 2005, where a number of specialist crafts had been invited to attend.

(c) Christmas Craft Market – Town Centre

The Town Centre Christmas Craft Market would be held on 9th and 10th December, 2005.

(d) Aviemore Reindeers

The Aviemore Reindeers would again be visiting the town centre on Saturday, 17th December, 2005.

Assistance was required in locating a suitable holding area for the reindeers prior to their parade in the town centre. The location had to be very close to the town centre, but in an area where the reindeers would not be disturbed.

(e) Late Night Opening

Late night opening in the town centre would commence from Thursday, 17th November, 2005 and would include each Thursday leading up to Christmas week.

It was confirmed that the giant inflatable snowman, Frosty, would again feature in All Saints Square.

(f) Christmas Carols

Carol singers would be present during the Christmas period on selected dates throughout December.

It was again possible for Christmas carols to be played through loud speakers located in the church yard. However, consideration would be given as to whether the new LCD screen could be adopted for this purpose during this period.

37. DATE AND TIME OF NEXT MEETING

Agreed:- That the next meeting of this group take place on Thursday, 27th October, 2005 at 2.00 p.m.