

CHRISTMAS CARNIVAL CO-ORDINATING GROUP

**Venue: Town Hall,
Moorgate Street,
Rotherham.**

Date: Thursday, 8th June 2006

Time: 2.00 p.m.

A G E N D A

1. Minutes of previous meeting held on 15th December, 2005 (copy herewith).
(Pages 1 - 3)
2. Matters Arising
3. Representation on Group
4. Budget 2006/2007
5. Lighting Scheme 2006
6. Switch on Evening
7. Town Centre Activities
8. Christmas Lights 2007-2009
9. Any other Business
10. Date and Time of Next Meeting

**CHRISTMAS CARNIVAL CO-ORDINATING GROUP
THURSDAY, 15TH DECEMBER, 2005**

Present: The Mayor (Councillor Jack), Deputy Mayor (Councillor Wootton), Marie Hayes (in the Chair), and Kate Moreman.

Apologies were received from Jane Sinclair, Julie Roberts and Dawn Runciman.

44. MINUTES OF PREVIOUS MEETING

Agreed:- That the minutes of the meeting of this Group held on 27th October, 2005 be received as a correct record.

45. MATTERS ARISING

Decorative Banners

It was reported that there had been no time to pursue this within the current programme of events.

Agreed:- That this be considered in more detail next year.

Premises Licence

Discussion took place on the criteria for applying for a Premises Licence for town centre activities.

Christmas Craft Market

It was reported that this had been a successful event.

Reindeers

The reindeers were arriving in the town centre on Saturday, 17th December, 2005.

Christmas Carols

Agreed:- That the Commercial and Promotional Services Manager liaise with the Events and Promotions Officer regarding the transmission of carols through the LCD screen in the town centre.

Santa's Grotto

Once again, the grotto had been a very successful attraction. This year a Salvation Army band had played nearby on switch on evening. This had been an added attraction.

Illuminated Parade

On the whole, and despite some problems on the journey through town, the illuminated parade had been very good.

However, it was felt this should be reconsidered next year, although there are very few Christmas attractions available through entertainment agencies.

One suggestion was to consider the hire of the Maltby/Rother Valley Lions sleigh next year.

46. SWITCH ON EVENING - DEBRIEFING

The Group discussed a whole range of issues concerned with the organisation of the switch on evening.

These included:-

- Guest appearance of Friday Hill and crowd control
- Stewarding/Staffing issues
- Christmas Tree – Effingham Square
- Tendering exercise for 2007-2009 lighting contract
- Difficulties with respect to the installation of permanent wiring – i.e. permission needed from owners of buildings
- Ideas for entertainment both prior to and after switch on
- Health and Safety issues
- Staffing of snow machines
- Vandalism issues

Apart from two minor incidents which had been dealt with very well, the switch on event had been very successful with approximately 7/8 thousand people in town.

The meeting debated the siting of illuminations for future years and members present shared ideas. For example, one suggestion in particular being whether All Saints' Square could be made more special at the expense of other town centre streets.

Agreed:- That the Commercial and Promotional Services Manager liaise with the Town Centre and Markets Manager regarding funding for the installation of metal gullies needed for the toilet block.

47. ANY OTHER BUSINESS

Membership

Reference was made to the need to review membership of this Group next year.

Agreed:- That membership of the Christmas Carnival Co-ordinating

Group be reviewed next year.

Christmas Programme of Activities

South Yorkshire Police had not encountered any problems on switch on evening.

It seemed that in comparison to other local towns, Rotherham had a very good display of illuminations.

Agreed:- That, on behalf of the Council, the Deputy Mayor extend his congratulations to all staff involved in the organisation of this year's Christmas programme, in particular the hard work carried out by all concerned in the organisation of the switch-on event.

48. DATE AND TIME OF NEXT MEETING

Agreed:- That the next meeting of this group take place on Thursday, 20th July, 2006 at 2.00 p.m.