

**Minutes of the Events Advisory Committee of Dronfield Town Council**  
**Meeting held on 9th January 2024 at 10:00am in the**  
**Council Chamber, Civic Hall, Dronfield**

**Present:** Cllr. S. Burkitt, Cllr M Emmens, Cllr. P Jones, Cllr M Ireland

**In attendance:** M Keys (Assistant Town Clerk, L Stonehouse (Projects and Communications Officer) and P Duncan (Outside Services Team Leader)

**1. Apologies**

Cllr D Cheetham sent his apologies.

**2. Declaration of Interests**

There were no declarations of interest.

**3. Approval of Minutes**

It was RESOLVED to approve the minutes of the Events Advisory Committee Meeting held on 14th of November 2023 as a true and accurate record of the meeting.

**4. Any items for exclusion of the public**

There were no items for discussion which required the public to be excluded.

**5. Christmas Light Switch on 2023**

The Projects and Communication Officer gave feedback on the Christmas Light Switch on Event from 2023.

Plans were then discussed for 2024 Christmas events including the following:

- Inform the school that maximum of 30 children to be in the Christmas choir.
- 'Countdown' Christmas lights to already be on before the countdown begins.
- Civic Hall café didn't do as well due to no seating this year – look into screening off Council Chamber with first aid in one half, café seating in the other half.
- All agreed that the fairground being located in the Library Car park worked well.

Members discussed the timings for the road closures for the 2024 Christmas Light Switch On.

It was RESOLVED to change the time of the road closure to 4:30pm to 7:30pm.

Members discussed library car park being dark in areas and more light needed for 2024.

It was RESOLVED that the Outside Services Team Leader will bring a quote to next Events Committee Meeting for additional flood lights.

Assistant Town Clerk mentioned that due to bad weather conditions this year, more Christmas lights would need to be purchased to replaced damaged ones.

It was RESOLVED to bring a quote for new Christmas Lights to the next Events Committee Meeting.

Members discussed the remaining budget from the Christmas Light Switch On and asked if it carried over to next year's Events Budget.

Members were advised that any remaining funds from the budgets were absorbed back into council funds and not carried over.

It was RESOLVED to ask if any remaining funds in the Events Budget can be carried over, at the next Budget Advisory Committee meeting.

## **6. Dronfield Gala 2024**

Members were given an update on the number of stalls, outside attractions, and food stands.

1– Charity stalls

2 – Commercial stalls

2 – Food and drink stalls

It was RESOLVED to note this feedback.

Members discussed using the company Funtopia Entertainment at the Gala.

It was RESOLVED for the Outside Services Team Leader to measure the park for suitability for Funtopia.

Members were asked if they would like to re-book Unicorn Pony Parties to provide pony rides at the gala.

It was RESOLVED for the Projects and Communication Officer to contact Unicorn Pony Parties to see if they are available to attend.

## **7. Civic Service**

Members discussed the date for this year's Civic Service.

It was RESOLVED to confirm that the date for the Civic Service will be Sunday 22<sup>nd</sup> September 2024 and it will be held in the Civic Hall.

## **8. Date of Next Meeting**

It was RESOLVED to hold the next Events Committee meeting on Tuesday 20th February 2024 at 10:00 am.

The meeting closed at 11.10 am.