

Report to CE & TP 21st September 2023

Re: 'Late Night Christmas Shopping' Project

1) Purpose of the report

To advise Community Engagement and Town Promotions Committee of the details of the project and to recommend agreement to the project going ahead. If so, then to agree to a working party and membership and also to agree a budget.

2) Background

For some years, 'Late Night Christmas Shopping' on the first Friday of December has been a popular event for our community and a big boost to the economy of our High St Plus. It consists of a street market, open shops, Santa's grotto, best dress shop window competition, music and entertainment and children's rides. This is organised as a joint project with The Town Team and has been very successful.

As this is a big event to stage, members of the Working Party (both Town Council, Town Team and others) are asked to organise different parts of the event and then whole is co-ordinated together. A further invitation will be sent out to all Councillors to ask for their participation on the day and in the evening.

3) Financial implications and risks

A budget of up to £1850 is sought to cover the cover the event, however based on previous years' experience, a significant amount of outlay will be covered by income from the hire of stall space. Other risks are that adverse weather conditions may affect footfall and also a small risk (as at this date) that the new Covid-19 variant BA.2.86 Pirola Virus may cause the event to be cancelled. Every effort will be taken to minimize any loss in these circumstances.

4) Proposals

- a) That the committee agrees to the event being held this year.
- b) That the committee agrees to an initial budget of up to £1850 for the project (as in the Annual Budget Allocation) with the proviso that further funding might be required.
- c) That a working party is set up, starting with those who have already expressed an interest and to work with the Town Team and others to organise the event.
- d) That the working party will report to this committee, however due to the nature of having to make arrangements for the event in a timely manner, authority is delegated to the working party to do this and authorise spend up to the limit of the budget. This will be done in conjunction with the Town Clerk and receiving her advice.

Members are requested to agree these proposals.

Cllr. K. Power 14th September 2023