REPORT TO EVENTS COMMITTEE

CHRISTMAS LIGHTS SWITCH-ON

Report Reference	**Events-24-40**
Meeting Date	**20th February 2025**
Agenda Item	**114**
Prepared by	**Town Clerk**

To consider,

1) **Budget**
   There is a £5000.00 budget for the Event.

2) **Date**
   To consider booking hosting the event on Saturday 22nd December.

3) **Costume Characters**
   To consider booking costume characters and agreeing on timings.

4) **Progressive Club**
   To consider booking the Progressive Club for the Christmas Markets.

5) **Christmas Market**
   To consider the cost of Christmas Stalls.

6) **Switch-On**
   To consider the timing of the switch on and agree on who switches the lights on.

7) **Alcohol**
   To consider the selling of alcohol during the event and agree on costs.

8) **Father Christmas**
   To consider booking Father Christmas and agreeing on timings.

9) **Santa's Grotto**
   Consider purchasing gifts for Santa's Grotto.

10) **Gazebo**
    To consider hiring a 12x12 Gazebo from the Scouts.

11) **Entertainment**
    To consider hiring a singer for the Event and agreeing on timings.

12) **Entertainment**
    To consider hiring entertainment and agreeing timings for the Event.

13) Band

To consider booking a Band and agreeing timings for the Event.

15) Food Vendor

To consider a food vendor for the Event.

16) Metal Crowd Control Barriers

To consider the renting of barriers around the Christmas Tree.

17) Event Poster

To include the date of the event, location, times and itinerary.

18) St Bartholomew's

To consider granting St Bartholomew's Church permission to sell refreshments during the Event.

19) Christmas Lights

Acorn has advised that Christmas Lights do not need PAT testing as they are all separately fused. Malby Town Council is the only Town Council that PAT tests Christmas Lights.