

EXMOUTH TOWN COUNCIL

Festival and Events Working Party

Notes of the virtual meeting held at 1400 on Thursday 13th July 2023 via zoom

Present

Cllr Olly Davey	OD	Exmouth Town Council
Cllr Steve Gazzard	SG	Exmouth Town Council
Cllr Cherry Nicholas	CN	Exmouth Town Council
Cllr Brian Bailey	BB	Exmouth Town Council
Cllr Aurora Bailey	AB	Exmouth Town Council
Chetna Jones	CJ	Exmouth Town Council
Jess Magill	JM	Exmouth Town Council
Lisa Greenway	LG	Exmouth Town Council

Apologies:

Cllr Joy Whipps (Chair)	JW	Exmouth Town Council
Cllr Nick Hookway	NH	Exmouth Town Council

1. Welcome, introduction and apologies

OD welcomed attendees to the meeting and noted apologies in JW's absence.

2. To approve the notes from the meeting on 15th June 2023 and matters arising

The notes from the previous meeting dated 15th June 2023 were approved with no matters arising.

3. To discuss the Exmouth Festival

OD declared a pecuniary interest as he is a paid workshop provider and performer in the festival.

JM confirmed that the festival starts 2 weeks tomorrow and promotion is ramping up, the paper programmes have arrived and will be distributed in the next few days. JM updated members that although there were originally some teething problems with the APP after working with the developers the APP is now available to download from the Google or Apple stores. JM stated that the APP can be constantly updated from the portal and has had 240 downloads so far.

JM has been doing lots of social media promotional posts which people have been sharing and will do more to advertise the workshops that are going on around town. JM confirmed that an article has been published in the Exmouth Journal every 2 weeks and will have one the week of the festival.

JM advised that large mesh banners and bunting which are made of a recyclable material called Kavalan will be put across the catenary wires around the town and work to do this will commence on the 20th of July. These banners have no dates on them so they can be used for future festivals. JM confirmed that another two dated big banners will be put on the railings near the train station and Tesco superstore.

JM is working with the livestream team for the festival and will start to promote this for people who are unable to attend the festival but can watch the livestream.

BB queried if the Indian dancer would be taking part, JM confirmed that he will be performing alongside the Bollywood Brass Band.

JM was frustrated that the security company have only just got back to her about items that needed to go into the event management plan. Unfortunately, they have now come back with questions and queries. Although JM was not pleased with this happening so close to the event, she has responded to all the queries and reiterated that everything will be fine during the festival.

BB queried if there was enough security and volunteers, JM confirmed that time has been spent to make sure that security was adequate across all 3 sites, and they can be redeployed if necessary although more volunteers were needed. CJ advised that the Town Maintenance Team will be helping before, during and after the festival. AB and BB offered to volunteer. JM asked them to discuss this with CJ who is collating the volunteer schedule. CJ confirmed that an email had already been circulated to members requesting help so encouraged AB and BB to reply with their availability.

JM updated members that the opening procession on Friday will start at the Pavilion and end up in the Strand and will be followed by the silent disco in the Manor Gardens. JM provided members with a brief description of weekend events and urged members to download the APP for the full programme and any last-minute changes.

AB queried what attire the volunteers would wear. JM confirmed that in the previous year, volunteer t-shirts were worn. The t-shirts were still in good condition, but they had the previous sponsors name on them. JM confirmed she had successfully negotiated with them that they ETC will continue to promote their business if they were able to help by supplying some much-needed security stakes. OD also offered to volunteer, and CN confirmed that she has already agreed to volunteer and received her rota. CJ advised that the rota will be circulated shortly once everyone's availability has been collated.

4. To agree the date for the Winter Festival/Christmas Cracker as 2nd December and to discuss the headline act

OD asked members if they were all in agreement that the winter festival should take place on the 2nd of December 2023, all members agreed.

OD queried if the festival would include the lantern parade and Christmas tree decoration as in previous years, JM confirmed that the usual events would continue and is currently focusing on headline acts as they get booked up early. JM updated members that Sparks who were very popular last year are available but that she had also seen a large walkabout snow globe which looked fantastic.

JM stated that if Sparks were used it would eat up most of the budget, therefore members agreed to discuss this further. OD suggested bringing them back another year. CJ confirmed that feedback received was very positive and the interaction between them and the crowd was great. JM had been considering an act with drums on fire, but they would not be able to walk around so will ponder this further and speak to LB as a booking would need to be made soon.

CJ updated members that as the date has been agreed, the primary schools should be contacted to inform them of this date and ask they would like to take part in the lantern parade. Materials need to be purchased to make the willow lanterns and the schools will need to organise workshops to make the lanterns.

CJ confirmed that last year the tree decorating took place at the Holy Trinity church and once the schools has decorated them, they were displayed for public view. JM queried what the Window Wonderland entailed. CJ advised that the plan was to get people to decorate their windows, take a photo and upload it onto an APP for people to use as a trail although it did not

materialise as was left to late and engagement was low. JM updated members that lots of ideas are on-line and maybe Sea Dog could get involved in some workshops.

AB raised concerns about the waiting area and time it took for the lantern parade to start at the pavilion last year. CJ was aware of this and confirmed it was because everyone turned up early and stood on the path/road rather than on the designated grass area. CJ said it was important to ensure it is marshalled better this year and everyone is kept on the grass area.

BB suggested contacting the Exmouth Indoor Market to see if there will be a grotto, JM advised that they would focus on the winter festival in more detail at the next meeting.

5. Any other business

JM would like to discuss next year's festival dates with members at the next meeting as feedback received so far indicates that people would prefer the festival in term time as during the school holidays many people are on holiday.

6. Date of next meeting

BB and AB sent apologies for the next meeting on the 10th of August, JM advised that she would also not be able to attend so suggested rescheduling. LG will liaise with JM to arrange another date or look at the date of the meeting in September.

The meeting ended at 14:52