

EXMOUTH TOWN COUNCIL Festival and Events Working Party

Notes of the virtual meeting held at 1400 on Thursday 9th November 2023 via zoom

Present

Cllr Joy Whipps (Chair)	JW	Exmouth Town Council
Cllr Steve Gazzard	SG	Exmouth Town Council
Cllr Nick Hookway	NH	Exmouth Town Council
Cllr Aurora Bailey	AB	Exmouth Town Council
Cllr Brian Bailey	BB	Exmouth Town Council
Cllr Olly Davey	OD	Exmouth Town Council
Cllr Cherry Nicholas	CN	Exmouth Town Council
Jess Magill	JM	Exmouth Town Council
Lisa Bowman	LB	Exmouth Town Council
Lisa Greenway	LG	Exmouth Town Council

Apologies: None

1. Welcome, introduction, and apologies

LB welcomed attendees to the meeting in JW's absence and confirmed that no apologies had been received although JW was having IT issues but hoped to join shortly.

2. To approve the notes from the meeting on 12th October 2023 and matters arising

AB proposed, SG seconded, the accuracy of the notes from the 12th October 2023 which were approved with no matters arising.

3. To discuss the mayors Christmas tree school competition

JM confirmed that the tree decorating will take place this year at the Holy Trinity church on Monday the 4th of December between 10am and 1pm and decorated trees will be available for family, friends, and the public to view from the 4th to the 6th of December between 5pm and 7pm.

4.To discuss the Winter Festival/Christmas Cracker

JM confirmed that the Christmas tree position has been resolved, the hole has been dug in the new position and the risk assessment has been signed off by EDDC. JM advised that we are still waiting for official EDDC permission to use the land but as the risk assessment has been signed off this should not be an issue.

JM updated members that the licence consultation period ends on Tuesday the 14th of November and has received a couple of emails from the police who recommended that it go to the Safety Advisory Group. JM thinks the police are now assessing whether it should go to the group but if they do, it will be on the 23rd of November, JM does not foresee any major problems arising from this.

JM advised that the leaflets and posters have been designed and social media has been updated, letters have been dropped to the local businesses in the Strand urging them to stay

open late during the festival. JM has received positive feedback from the businesses although there was some confusion between our Winter Festival and the Christmas Village event. JM confirmed that all the entertainers have been booked and infrastructure is in place although more volunteers will be needed for the lantern parade. LB requested confirmation of the parade route and JM stated that it was planned to start at Holy Trinity at 5.40pm, go through the Strand, across the crossing, through the Magnolia Centre pausing by the Christmas tree, along the Parade and then back into the Strand. LB queried how the crossing would be managed, JM will walk the route with CJ to plan the marshals and fine tune the route.

JW joined the meeting.

LB thought we should reach out to Magnolia shops to see if they wanted to stay open late during the festival, JM will reach out to the independent shops as the chain shops may not have the discretion to stay open late.

LB raised concerns over narrow pavements as previously when the street samba band led the parade, they took up a lot of space on the pavement which could have caused safety issues. Members discussed alternative routes and pavement widths; JM will investigate routes with CJ.

JM confirmed that 264 lantern kits have been delivered to the schools and groups taking part in the parade and due to its popularity, a road closure application may have to be put in for next year. JM asked members if they were able to display or help distribute the festival posters and leaflets, JM will arrange for them to be distributed to the local businesses in the town.

AB queried if Exmouth market would like to be involved, JM has spoken to the market holders who will be staying open late.

5. To discuss the Exmouth Festival 2024

JM has been contacted by EDDC and invited to collaborate with them on a pilot festival decarbonisation plan so that they can set up guidelines to act as a blueprint for all East Devon festivals/events. JM has been working with ETC's Climate Officer and the EDDC Cultural Producer to put in a funding application to the Green Team, funding will help use the figures from this year's festival to create a carbon footprint, develop a strategy of improvements for next year's festival which will get fed back into a set of guidelines that EDDC can use.

NH suggested holding a future event in the October half term. JW queried if we had the capacity. LB stated that it would also depend on what scale event NH was suggesting as extra budget would need to be added as currently ETC only budget for the winter and summer festival. LB will highlight this in the next budget meeting to see if there is an appetite but urged members to research something modest and bring ideas to the next meeting.

6. Any other business

JM is currently collaborating with the ETC Climate Officer to hold an upcycling/recycling creativity festival in February/March 2024 which is called Make Do and Mend, the festival will be all about repurposing/upcycling and teaching people skills to fix or create things. JM will partner with Sideshore and has some great ideas about collaborative projects with Exmouth community partners. JM will submit a funding application to EDDC Arts and Culture to help partly fund the event. BB informed members that EDDC have been awarded the best district council for recycling in the country so this could be incorporated into the festival to celebrate the success.

7. Date of next meeting 14th December 2023

The meeting ended at 14:33