EXMOUTH TOWN COUNCIL
Festival and Events Working Party

Notes of the virtual meeting held at 1400 on Thursday 22nd August 2024 via zoom

Present

Cllr Joy Whipps (Chair)	JW	Exmouth Town Council
Cllr Olly Davey	OD	Exmouth Town Council
Cllr Nick Hookway	NH	Exmouth Town Council
Cllr Steve Gazzard	SG	Exmouth Town Council
Jess Magill	JM	Exmouth Town Council
Lisa Bowman	LB	Exmouth Town Council
Chetna Jones	CJ	Exmouth Town Council
Lisa Greenway	LG	Exmouth Town Council

Apologies:

Cllr Aurora Bailey	AB	Exmouth Town Council

1. Welcome, introductions and apologies

JW welcomed attendees to the meeting and noted apologies.

2. To approve the notes from the meeting on the 13th of June & matters arising

Members approved the notes of the meeting held on 13th of June 2024 and there were no matters arising.

3. Summer Festival wash up

Members agreed that the festival was an overall success despite the rain on Saturday.

OD received some feedback that more seating was required in the Strand and felt the card reader really helped with donation collecting. He added the live streaming of the festival was impressive.

NH queried if any feedback had been received from local businesses and was impressed with the festival app which updated in real time throughout the weekend.

JW confirmed there was some negative feedback about the price of soft drinks sold at the bar in the Manor Gardens and said this will need to be monitored more closely next year. She added that members of public were not prevented from bringing their own drinks.

Members thanked JM all the hard work put into the festival this year over all the sites.

JM confirmed that the festival was under budget this year and advised that the surplus funds will be rolled over into next year's budget.

Members agreed the festival will take place the same time next year between the 18th and 20th of July 2025, subject to no clashes with any other local events.

Cash donations are still being calculated; LB believes it should come in around £2000 which is less than last year and likely attributed to the poor weather on Saturday. Text donations of £650 were also received along with card payments but as the total figure included the Silent Disco the exact figure was unknown. An update will be provided when an exact figure is known.

4. To discuss festival t-shirt sponsorship

CJ proposed a refresh of festival t-shirts that have been in use since 2019. Members discussed this further, and it was agreed that new sponsors should be sought. Members discussed appropriate businesses that could be approached. CJ will seek sponsorship to see what deals can be made and update in a future meeting.

5. To discuss Remembrance Sunday 2024

LB explained the background to members that about 2 years ago the National RBL advised the Exmouth RBL that they were not permitted to use funds for any aspect of event management as branch funds could only be used for supporting veterans. At that time the local RBL asked ETC if they would provide insurance for events such as Remembrance Sunday. Unfortunately, ETC insurance can only be used on ETC organised events and risk assessed by ETC. Since then, ETC has taken over responsibility for Remembrance Sunday, although the local RBL were still organising the service component and wreath laying. The Devon branch chair of RBL will be contacting the local RBL to clarify with them that going forward ETC will be responsible for the whole event which will include the service component and wreath laying. LB confirmed that the service will be delivered by Rev Steve Jones and all the road closures, security and first aid for November 2024 are already in place. LB will start work on the service sheet mid-September.

6. To discuss VE and VJ Day celebrations 2025

The National RBL has advised that the local RBL cannot be responsible for organising these events and information from NALC and DALC has been received to confirm that town councils are expected to support these events. NALC has also recommended that beacons should be lit for VE day.

The beacons are lit up high at the geo-needle so they can be seen from a distance, but CJ understands that this location is not accessible and said if an additional service is provided in the town this will mean more people will be able to attend.

7. To discuss Exmouth Town Council 30th anniversary: Beating the Bounds

LB reminded members that this event last took place in 2012 for which SG took part. It is a traditional ceremony to re-affirm the parish boundary by walking around the boundary beating the boundary stones. LB had previously discussed reinstating the event but rather than an annual event suggested it might take place on the 30th anniversary of the Town Council. LB would like to re-instate the Beating of the Bounds and hold the event in 2026. LB will carry out some exploratory work and report back in a future meeting.

8. To discuss the Winter Festival

JM is currently looking for acts and themes for the festival but has found it difficult to organise around the Christmas tree light switch-on as it is uncertain whether the Christmas tree will be the focal point.

The route for the lantern parade worked well last year so will stay the same but may take place slightly earlier while the shops are open.

CJ confirmed that the tree would be much smaller this year, possibly 12-14 feet, in order to take it away and use elsewhere. Investigations continue into whether the flower bed at the town hall is deep enough to accommodate the tree, and if it is viable CJ will seek permission from EDDC to erect the tree outside the Town Hall when moved from the Strand.

LB has seen illuminated Town Hall's in the Christmas catalogue which contains numerous lights that project onto buildings. JM confirmed she has already looked into this option, but it was not feasible as the projection distance was not suitable.

9. To discuss Show and Tell at Exmouth Christmas Village 2024

LB has a desire to organise a showcase event for local community groups as some are struggling to recruit volunteers and an event like this would give them the opportunity to promote themselves. Various venues were considered one of which was the marque at the Christmas Village in the Strand. LB reached out to the event organiser who kindly offered to let ETC use the marque for free on the 18th of December. LB will reach out to community groups/clubs in September to see if they would like to take part.

The event will be promoted via an article in the local paper, social media, radio and contacting community groups who have requested grants in the past if necessary. The marque can accommodate about 100 clubs/groups, tables and chairs will be provided by the Christmas Village organiser. As a legacy to the event LB suggested putting together a directory of all the community groups running in Exmouth. JM suggested that secondary school students who need to volunteer as part of their Duke of Edinburgh award might find this useful so it would be a good idea to reach out to the Community College and invite students to attend and see what volunteering opportunities were available.

Members were in favour of the event. LB asked members to think of possible event names and email their suggestions.

10. Any other business

JM suggested purchasing generic reuseable ETC mesh banners to go on pedestrian barriers so that people are aware that events are being organised by ETC. The cost would be about £20-£30 each. Members agreed with purchasing these.

SG reminded members that when the Royal Marines received the freedom of Exmouth in 2015, they paraded through Exmouth. SG was keen for another event to be organised. LB will reach out to the commandant at Lympstone CTCRM to see if they are able to do another parade which ETC could help facilitate.

11. Date of next meeting 19th September 2024

The meeting ended at 15:01