

KIPPAX PARISH COUNCIL



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Minutes of the extraordinary meeting of Kippax Parish Council's Christmas Lights Committee held Monday 17th January at 7pm at Valley Ridge Community Centre.

Approved at the Christmas Lights Committee meeting held on Monday 30th May 2022

Present: Councillor M. Eyre, Councillor G. Hardwick, Councillor M. Biscomb, Councillor H. Foley, Councillor A Hudspith, Councillor J. Simpson and Debi Meir (clerk)

AGENDA

045/CL/2122. Apologies

a. To note apologies received and approve any reasons for absence

Apologies were received from Councillor V Land and **it was resolved** to approve the reasons for absence.

046/CL/2122. To note any Declarations of Interest

a. To note declarations of interest not already declared under members code of conduct or members register of disclosable interested

None

b. To approve dispensation requests

None

047/CL/2122. Public Participation

Members of the public who wish to speak regarding an item within the remit of the Christmas Lights Committee may do so.

PLEASE NOTE: Total time limit for this item is 15 minutes

None present

048/CL/2122. Meeting of Christmas Lights Committee held 22nd November 2021

a. To approve minutes of the meeting of Christmas Lights Committee held 22nd November 2021 as a true and accurate record of that meeting

It was resolved to approve minutes of the meeting of Christmas Lights Committee held 22nd November 2021 as a true and accurate record of that meeting

049/CL/2122. Christmas Lights Event

a. To review the event and note any recommendations for next year's event

- **It was resolved** to get a quote to provide toilets for next years event.
- **It was resolved** to request the road closure to start at 2pm next year with the stalls ready to be put up at that time so they can be erected before the stall holders arrive and to find a safe space for LCC to park up during the event if required.

- **It was resolved** to check that the road closure notice had the correct time next year.
- **It was resolved** to provide a poster for the doctors surgery next year about the road closures and ask them to post it on their Facebook page remind their patients.
- **It was resolved** to request a risk assessment from all contractors at the time of booking next year.
- **It was resolved** to prepare a full site plan for the whole event for the health and safety officer next year.
- **It was resolved** to ensure there is provision for the rubbish from the pizza van next year, so it is not put in the bins of local businesses.
- Concerns were raised about the curb being a hazard in the dark, but not sure how to resolve it. To consider more for next years event.
- **It was resolved** to get a quote from Gough and Kelly for more secure fencing at the front of the stage.
- **It was resolved** to consider providing a wheelchair/accessible area at the front of the stage next year if more secure fencing is provided
- **It was resolved** to discuss with the brownies the possibility of reducing the numbers next year to make it safer both at the front of and on the stage.
- **It was resolved** to get a quote from Gough and Kelly for providing a safer space behind the stage for performers to wait, or to look at creating one ourselves.
- **It was resolved** to request that MB Audio address the issue with wires by securing them with matting or tape.
- **It was resolved** to ask Gough and Kelly for a quote to provide extra security on Hopewell Terrace, where anti-social behaviour was reported and to inform the Police about the key problem areas.
- It was noted that the Co-op are considering introducing a one-way system through the shop next year. **It was resolved** to invite them to a meeting next year to discuss how the Parish Council can help and possibly change the way the grotto flows.
- **It was resolved** to ask MB Audio if they can improve the sound quality and to put them in touch with Gough and Kelly before next year's event to resolve any potential problems with microphones.
- **It was resolved** to ask Atha to turn their music down.
- **It was resolved** to consider a better method of communication between KPC volunteers at next years event.
- **It was resolved** to get performers to provide their music before the event and to come for a sound check before the event.
- **It was resolved** to consider having more Christmas music at next years event.
- **It was resolved** to obtain a quote for silent fireworks for next year's event
- **It was resolved** to obtain a quote for a snow machine for next year's event
- **It was resolved** to consider having a plunger for next year's event
- **It was resolved** to consider having stalls on just one side of the street next year to improve the pedestrian flow.
- **It was resolved** to look at how the process for stall payments can be improved next year.
- **It was resolved** to confirm with schools that the competition winners come to the stage
- **It was resolved** to consider whether to have a parade next year.
- **It was resolved** to consider whether to have a drone next year and if so, to include it in the risk assessment.

050/CL/2122. Next Meeting

a. To notify the Clerk/Proper Officer of matters for inclusion on the agenda for the next meeting
None

b. To confirm the date for the next meeting of the Christmas Lights Committee

It was resolved to confirm the date of the next meeting of the Christmas Lights Committee as Monday 30th May at 7pm.

Signed: _____ Date: _____