**Minutes from Events Subcommittee Meeting 23.11.23**

**Attendance:** Cllr L. Rowlands (Chair), Cllr A. Steven, Cllr H. Maurice-Jones, Cllr M. Woods, Ms W. Pace, Ali Pickard (Community Agent) and the Clerk.

Apologies: Cllr A. Parrington and Cllr N. Roberts.

*Christmas:*

Cllr L Rowlands reported that raffle tickets had been selling. More were to be sold at the pub Quiz night and the majority of left over tickets would be sold on the night during the switch-on event itself. The raffle would be drawn at 6.30pm at The Golden Lion afterwards.

She was still chasing a few prizes but confirmed the list as:

1. Hamper
2. Sunday Platter (Golden Lion)
3. Fouzi’s voucher (tbc)
4. Rossett Hall voucher
5. Barbour
6. Hair by Nia
7. Station Salon
8. Bottle of Fizz/Chocolates
9. Cwtch Café
10. Harding & Bayliss Gift Set

Cllr L Rowlands confirmed that posters were up in some places but more were due to go up over the next couple of days. Miss Pace suggested sending the poster to St Peters and Darland High School to circulate with pupils and parents. **Action – Clerk to email schools**

The Clerk had written a letter for the Co-op to ask for a donation of mince pies towards the event. Cllr L Rowlands confirmed they would be providing some for the council.

Set up was confirmed to be done by 4.30pm when the road was closing. Cllr A Parrington would be getting the products for hot chocolate/mulled wine. He would also be providing cups/napkins. Cllr L Rowlands had table cloths. Miss Pace would be bringing some chocolate bars for kids. Drinks needed to be ready in the Golden Lion kitchen by 4.15pm.

Cllr L Rowlands confirmed her neighbours were happy to have the raffle ticket stall in their driveway and help sell more tickets on the night.

The Clerk confirmed she had spoken to PCSO Lisa about the road closure and this was sorted for 4.30-6.30pm.

Prices were agreed at £2.50 for Mulled Wine and £1.50 for Hot Chocolate. Cllr A Stevens offered an extra soup kettle for keeping one of these in on the day.

Cllr L Rowlands requested confirmation of volunteers for the evening. There was only hesitation over Cllr M Gledhill. **Action – Clerk to email M Gledhill.**

Singers were confirmed as St Peter’s School Choir, Darland High School and Rossett Community Choir. **Action – Clerk to check PA requirements for each.** It was decided the community choir would start with a 15min set whilst people were gathering around 4.45pm. Then St Peters would be first after the event started at 5pm, Darland would follow and the community choir would finish off with a second 15min set. **Action – Clerk to confirm details with choirs**

It was agreed that Gwen (from the old Premier shop) would be asked to switch on the lights this year.

A suggestion of Christmas jumpers/hats was put forward for attire for the event. Cllr A Parrington would be MC for the event.

Cllr L Rowlands mentioned that the Arts and Crafts group had made about 20 new baubles for the tree this year. The committee agreed that Monday at 11am would be suitable for decorating and erecting the tree.

The meeting ended.