

Community, Leisure & Recreation Committee

Title:	Christmas Proposal 2022
Date:	12 July 2022
Contact Officer:	Becky Reid, Market Town Coordinator

Purpose of the Report

1. To propose Christmas events and activities throughout December 2022

Background

2. Following the review presented at CLR on 8th February 2022 this report outlines our suggested programme for December 2022 taking into consideration:
 - Re-introducing elements of the Light Switch on from pre-covid.
 - Continuing to run/promote additional events through December in partnership with other organisations, but avoiding the ‘deadtime’ of Sunday afternoons.
 - Engaging more help and support from councillors in staffing.
 - A repeat of the local producers Gift Fair
 - An expanded Street Food Market to increase revenue to over £1,000 for these events.

Proposal

3. To run one main light Switch-on event weekend, that launches the rest of the month’s community events and activities. This will be bigger than the event in 2021, but not returning to the full size of pre-covid events. This approach will draw people to the Town Centre (and therefore the Town Centre businesses) more regularly, support our local economy in the run up to Christmas. It will also allow more residents of Thame to participate in varying ways, with events being available at different points during the weekend.

Date	Event/Activity
Friday 2 nd December	Main light switch on. Keeping it the same timings as 2021. Including: <ul style="list-style-type: none"> • Light Switch on by 3 children chosen by primary school to celebrate personal achievement • Thame Concert Band • Fun activities presented by Compere • walk around Children’s characters, • Mulled Wine from the OX9ers, • a visit from Santa – on his sleigh • Street Food Market delivered by Ay Streetmeat (tbc) • Limited number of children rides • Late night shopping: supporting businesses to get involved in the evenings entertainment.

Saturday 3 rd	The Thame Gift Fair (tbc): run by TTC to raise funds to support the rest of the Christmas Events. Possible Santa Grotto run by Round Table, with Sleigh outside. If this is unable to take place on this date, we will explore running it on another weekend in December.
Sunday 4 th	Santa Fun run: support this event organised by The Rotary.
Saturday 10 th	Arts & Craft Fair - Sally Evans
Saturday 17 th	Gift Fair - delivered by Mynt Image

4. Run alongside the events above will be competitions and activities including, but not limited to:
- Art installation at the Library that engages schools and community groups (hosted by the Library and supported by Windles);
 - Shop window display competitions to win voucher prizes donated by businesses;
 - Window Wanderland (partnership with Schools – so will only go ahead if they are in agreement);
 - Letter to Santa to support the work of the Red Kite Family Centre;
 - Selfie-station.

Promotion

5. A booklet containing all details of our events, as well as all other community events we can gather details about before our print deadline, will be printed and distributed to each home in Thame prior to 1st December. The events will also be promoted through the 'Christmas in Thame' Facebook page.

Risk Assessment

6. Each activity/event will have clear risk assessments in place and be carefully managed. Risk assessments attached are listed as Appendix A – Corporate and Appendix B – Event.

Resource Appraisal

7. Expenditure will be confined within the Christmas event budget with sponsorship and donation opportunities offered to businesses to offset any additional costs.
8. We will aim to get many of the events and activities sponsored by local businesses.

Action:

- i) To **note** the report.
- ii) To **provide** ideas and feedback to improve the event offer.