

	Events committee
Date	24 August 2026 19.00
Agenda Item	5

Christmas lights switch-on and late-night shopping event

Suggested Timetable for the day

13.00	Set up of Christmas roundabout on High Street and free to use
14.00 – 15.00	Santa in grotto at Retroformers – cost of presents Halstead Community Choir and Exaltation Choir sing in the High Street Bamboo to provide power
15.00 – 15.45	Santa having tea with children
15.45	Santa in sleigh at Causeway, to be pulled by Templars members in rugby kit
16.00	Switch on of lights in public gardens
16.00 – 16.20	Photos of children with Santa
16.30 – 18.30	Santa in grotto at Retroformers Roundabout on High Street Stalls in The Centre Jazz band Ollie Wyatt at the top of the High Street

Costs

Roundabout £850

Presents from Santa £400

Jazz band of 4 £750

Recommendation: that the Events committee recommends approval of the events on 28 November to Full Council. The costs can be absorbed in the overall cost of the Christmas lights switch on, and the Light procession.



Sarah Greateorex Town Clerk