



# Minutes

Tourism Advisory Committee  
 Meeting  
 Wednesday 22<sup>nd</sup> June 2016  
 5.30pm

Tourism Advisory Committee	
Item Number	Agenda
1	Welcome/present/ apologies
2	Confirmation of minutes
3	Business Arising from the previous minutes
4	Halloween 16 Festival
5	General Business
6	Next Meeting

**ITEM: 1 PRESENT AND APOLOGIES**

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**PRESENT:** Cllr Ross Higlett, Cllr Maree Statham, Mrs Carolyn Murphy (EDAC), Mr Steve Ring, Mr Rich Evans, Mrs Barbara Bretherton, Mr Greg Johnston, Mrs Renee DiFranco, Mr Roger Bailey

**APOLOGIES:** Cllr Frank Inzitari, Mr James Marshall, Mrs Helen Riley, Mrs Stacey Phillips, Mrs Juli-Ann Brozek, Mr Matt Brewster

**OFFICERS:** Ms Kellie Barrow, Ms Helena Bilby and Mr Robbie Park

**DECLARATION OF INTERESTS:** Nil

**ITEM: 2 CONFIRMATION OF MINUTES FROM THE PREVIOUS MEETING**

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The minutes were endorsed by two members of the committee being:

Mr Greg Johnston  
Mrs Renee DiFranco

The minutes will be presented to the Council meeting on 27 June 2016

**ACTION**

**THAT** the Committee notes the minutes of the meeting of 8<sup>th</sup> June 2016 be taken as read and confirmed.

**MOVED:** Cllr Maree Statham **SECONDED:** Mrs Renee DiFranco

**ITEM: 3 BUSINESS ARISING FROM THE PREVIOUS MINUTES**

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Mr Steve Ring presented the committee with a handout outlining the purpose of Halloween to Council and the community.

**ACTION**

**THAT** the Committee notes the purpose of Halloween to Council and community.

**MOVED:** Mr Steve Ring      **SECONDED:** Clr Maree Statham

Mrs Renee DiFranco presented a letter from a business operator. The letter was read to the committee.

**ACTION**

**THAT** the items raised in the letter will be addressed during the meeting. Council staff to respond to the business owner.

**MOVED:** Mrs Renee DiFranco      **SECONDED:** Clr Ross Higlett

**ITEM: 4      LITHGOW HALLOWEEN 16**

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The Committee has been requested to host an extraordinary Committee meeting to discuss Lithgow Halloween 2016. This meeting the Economic Development Advisory Committee has been invited to attend.

- **Sponsorship**

Sponsorship packages were distributed to last year's sponsors being McDonalds, Energy Australia, Centennial Coal and Treeview Estates.

McDonalds, Energy Australia and Centennial Coal have signed as \$10,000 each sponsors.

Since the previous meeting the Lithgow Workies have come on board sponsoring \$2,000.

- **Dates to book in**

The business information session is scheduled for the 4<sup>th</sup> July at 6pm. The program release date is booked in for 23<sup>rd</sup> August 2016.

These dates have been confirmed by the committee. Mrs Renee DiFranco and Mr Rich Evans have offered to assist letting the businesses know.

- **Preliminary event timing**

The event program schedule:

- 5pm - Trick or Treat
- 6.00pm - Jason Jackson Show (1<sup>st</sup> show)
- 6.30pm - Best Dressed Parade
- Official Welcome & Best dressed presentation
- Thriller Dance
- Jason Jackson (2<sup>nd</sup> show)

- **Discussion about the costs of rides**

The committee discussed options for fees for the rides and entry into the Thriller dance. The Committee endorsed a \$10 early bird unlimited ride pass, to be sold at the Lithgow Visitor Information Centre prior to the event. A \$15 on the day unlimited ride pass and a \$2 per ride fee.

- **Winter Magic**

Council staff provided the committee with an update on attendance at the Blue Mountains Winter Magic Festival. The attendance at Blue Mountains Winter Magic Festival was successful.

The committee noted Council has been accepted into the Penrith Caravan, Camping and 4WD Show to be held in Penrith 9-11 September 2016.

- **Markets**

Council staff provided the committee with an update on the Markets expressions of interest. The Lithgow Village Markets will have expressions of interest opened until late August.

- **Headline Publicity**

Council staff provided the committee with an update from Headline Publicity. The committee requested if Headline Publicity could possibly attend the business information session on 4<sup>th</sup> July.

- **Road Closure**

The proposal discussed at the previous meeting will be going to the next TALC Committee meeting.

### **COMMITTEE ACTION:**

**THAT** the Committee note:

- Lithgow Workies have become a Halloween sponsor.
- The Business Information Session will be held on 4<sup>th</sup> July at 6pm.
- The program release date is scheduled for 23<sup>rd</sup> August.
- The draft event schedule
- The Committee endorsed a \$10 early bird unlimited ride pass, to be sold at the Lithgow Visitor Information Centre prior to the event. A \$15 on the day unlimited ride pass and a \$2 per ride fee
- The attendance at the Winter Magic Festival on Saturday 18 June 2016.
- Council has been accepted into the Penrith Caravan, Camping and 4WD Show to be held in Penrith 9-11 September 2016
- The update from the Lithgow Village Markets
- The update from the Headline Publicity and request if Headline Publicity could attend the business information session on 4<sup>th</sup> July.
- The possible road closure going to the next TALC meeting.

**MOVED:** Cllr Maree Statham

**SECONDED:** Mr Steve Ring

**ITEM 5: GENERAL BUSINESS**

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Nil

**ITEM 5: NEXT MEETING:**

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**Next Meeting:** 5.30pm 13<sup>th</sup> July 2016  
Committee Room at Lithgow City Council.

**There being no further business the meeting closed at 6.19pm**