

## **MINUTES OF THE HOLT CHRISTMAS LIGHTS COMMITTEE**

**Meeting date Friday 5<sup>th</sup> February 2010 8.15 a.m. at Byfords**

**Attending:** Esme (Chair) EBO, Duncan Baker (DB), Nina Baker (NB) Di (DD), Josh (JD)

### **Agenda:**

#### **1. Apologies:**

Alison (Fund Raiser) AH and Sarah (ST)

#### **2. Minutes of the meeting held on 8<sup>th</sup> January, 2009**

These were agreed and signed.

#### **3. Matters Arising**

There were none which were not on the agenda.

#### **4. Treasurers Report**

NB presented the I and E Account. Noted Income £19441.80 Expenditure £22076.11 . A full list of donations received was considered together with a Bank Reconciliation with a bank balance of £280.52 Noted that there was further income of £7.50 The I and E was approved subject to this adjustment. The Committee then proceeded to consider each expenditure item for any savings which could be made in 2010; and also income for any actions which might increase this. It was noted that the monies in the collecting tins had yet to be collected. Their contents were for charities including the Air Ambulance.

This could be presented as a Pie Chart on the website.

#### **Expenses - Possible savings noted as £300**

Consider Town Crier from Holt Mr Gary Pilgrim was mentioned

Ask HTC to arrange the fireworks

No OG advertisement as this had brought only limited benefits

Obtain sponsor for Mrs Christmas sweets

Also the Centre would be asked if they could keep their fee at same rate (having gone up by 25% from the previous year)

Lees Yard – financial support would be investigated in view of the fact that a tree was provided

#### **Income – Possible further income potential**

Currently Silver £100 plus (i.e. this could be £101); Gold £200 - £500; Principal £1000 plus

**AGREED** Minimum donation is £50; Bronze up to £125; Silver at least £125; Gold at least £250; Platinum fixed at £500; Principal at least £1000 per business

Food stalls Graves (2 sites Budgens and Siddalls) £500

Wendy Graves (outside Barclays) £150

Booking forms for all stalls to be channeled through DD. Food stalls would be advertised as £50 - £500

Upbeat points on the accounts were noted - The accounts cover the cost of the period of the lights i.e. from 25<sup>th</sup> Nov to 5<sup>th</sup> Jan and not just the switch on night; new activities had been introduced which had been most successful i.e. fireworks (for which a principal sponsor had been obtained); the reindeer which had been greatly appreciated; extension of the children's activities in the community centre; some expenses incurred this year would not be repeated; our contractors did a brilliant job

and their costs covered not only erection and dismantling of lights but daily servicing – and the year had seen some very strong challenges from high winds; fund raisers expenses based on income received and this had increased by £1300. It was noted that one principal sponsor had reduced donation substantially – Lambert Investments who were now giving less than the Chamber of Trade. EB thanked NB for her great efforts with the accounts during 2009 and for this clear presentation for the year.

**5. Fund Raiser**

There was great concern for AH and her husband. EBO thought possibly ST might be willing to help AR. But AR and ST would not be approached at this stage.

**6. Web site**

JD advised that there was now a gallery on the site. He would leave the names of the 2009 sponsors on until August. He had a new way of publicizing the sponsors which was easier for him to manage. Principal sponsors would have a page on the website.

**7. Entertainment**

**AGREED** that the format of the evening had been very successful. Looked to expand the children’s activities possibly with a bran tub (Jean CJ would be asked if she could help). Possibly encourage more dressing up. Jake had said he would be the celebrity in 2010 and EBO, who had contacts with Break, would pursue this.

**8. Lighting Organisers report**

ST advised that no additional expenditure on lights should be necessary for 2010  
ST had prepared a small piece for the Chronicle concerning job role  
**AGREED** that EB would put accounts into the Chronicle with upbeat points and also appeal for additional support for the committee, as all members were likely to be continuing only for this one further year (excepting Josh as the Website designer and manager - hopefully)

**10. Date of next meeting**

This was set as Friday 16<sup>th</sup> April 8.30 p.m. Bakers and Larners Coffee Shop. That meeting dates for meetings for the remainder of the year would be set  
EB thanks NB for joining the meeting. DD was thanked for buying the coffees. Best wishes would be passed to AR and HH by DD.

**The meeting closed at 9.30 a.m.**

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**Chairman**

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**Date**