

MINUTES OF THE HOLT CHRISTMAS LIGHTS COMMITTEE
Meeting date Friday 23rd September 8.30 a.m. at
Bakers & Larners Number Ten

Attending: Esme (Chair) EBO, Nina Baker (NB), Jen Barker (JB), Di Dann DD, Tom Dick (TD), Josh Dyball joshbiz (JD), Sue Landers (SL)
Pleased to welcome Simon Gresham (SG) a resident of Holt. Simon would be taking over the role of Lights Officer; Graham Lewis from North Norfolk Radio. Graham advised that he would be bringing a team of 10 people to the event and he would pass Josh some information on this for inclusion on the Holt Lights website.

1. Apologies:

Alexa King (AK) Chris Lambert (CL)

2. Minutes of the meeting held on 9th September 2011

These were agreed and signed.

3. Matters arising not included on the agenda

There were none.

4. Norfolk Norfolk Radio / Timing of events

There was a discussion on the timing of events and the running order was **AGREED** as 5.40 start up time with Live Link up and Music; 5.55 – 6.10 Sea Side Special; 6.10 Live Link up; Choir 6.15 – 6.35 p.m. Celeb Interview 6.40; Switch On 6.45 p.m. Fireworks followed by the Rock Band for 30 minutes.

GL keen that North Norfolk radio should be stated where possible on publicity.

See item 6 below re Celeb; See item below 15 re road closure

The new Switch-on time would need to be advised to businesses. SG to do.

5. Treasurers Report / Fund Raising

NB advised that £5139.26 in the bank A/c. £50 had been paid in since the last meeting – this was from Barclays Bank employee. Quiz £100 with cheques being paid out for the Fireworks (£300) Climbing Wall (£300) Deposit fees and Barnwells for ticket printing. Cheques due to be paid out at the next meeting would be for the buckets which DD was ordering and the road closure licence fee.

The Chamber of Trade September meeting had been supportive of assisting in the fund raising. Areas to collect monies were allocated:

Shirehall Plan – TD; Chapel Yard, La Maison; Vic Goss; Crowes; Spencer's Plaice – SG; Bull Street (other than those which SG would undertake); Feathers Yard and Old Stable Yard – JB. Remaining shops would be given to the Chamber of Trade volunteers. DD would advise the collectors on who had already pledged. DD would prepare accounts which needed to be delivered to these businesses along with the letter pack which had been prepared by Esme. The pack was circulated. It contained details of potential items to sponsor –

noted that the leaflet and cards were not on this list. Noted also that the donkey had been “dropped” because the cost of the reindeer had gone up to £520. Raffle tickets were on sale in Budgens.

6. Celebrity

EBO had. On Jeremy’s advice approached Ed Parker from Help for Heroes. He would be willing to undertake this. Visit <http://walkingwiththewounded.org.uk/profil/Edward-parker/>. Ed would be given a Charity Stall.

7. Entertainments

JB advised that the Fireworks Co was liaising with Greshams; she would contact Father Howard and the new Methodist Minister concerning the choir singing on the stag. Other things were in place.

8. Community Centre Activities

JD had prepared a poster which he would forward to DD for circulation. This was for the lantern making afternoon one week prior to the Switch-On event.

4 stalls had so far been booked for the Centre on 23rd November.

9. Greeting Card project

DD had approached the Feathers who would be wiling to sponsor this by £150. She had contacted Byfords and was waiting for an answer. The project would need to be actioned by the end of September.

10. Town Centre Stalls

TD had made contact with the stalls at the recent Holt Community Centre Societies Fayre and had received a good response. Holt First Responders would be attending and would be situated near to the Feathers.

11. Charity Boxes

It was **AGREED** that the scouts would be asked to prepare stickers to go on the boxes – these would need to be about postcard size.

12. Website Update

JD had updated everything on the site. The Count down was now also on the site. E.g. raffle tickets now available, stalls available at the centre; logos could now be put on the site from sponsors.

13. Trees

DD had made contact with Herbert Kittle and was waiting to hear back from him on this. She would then contact CL with details of the trees.

14. Road Closure

In order for the running order to start at 5.40 it was **AGREED** that road closure would be applied from 4.00 p.m. DD would prepare the license request for closure. Len Casey would be contacted to see if he had the TA support for the closure. DD would look into the cost of Marshall florescent jackets for the event.

15. Next meeting

7th October; 21st October 2011 at 8.30 a.m. at Bakers & Larners

JB gave apologies for 7th October

Esme was thanked for paying for the coffees. Meeting closed at 10.15 a.m.

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Chairman

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Date

