

MINUTES OF THE HOLT CHRISTMAS LIGHTS COMMITTEE
Meeting date Friday 4th November 2011 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 (JD), Alexa King (AK) to Item 7, Chris Lambert (CL), Maggie Prior (MP), Simon Gresham (SG)

Noted that DD had asked the police to attend and they had advised that they would be attending.

1. Apologies:

Sue Landers (SL).

2. Minutes of the meeting held on 21st October 2011

These were agreed and signed.

3. Matters arising not included on the agenda

There were none.

4. Treasurers Report / Fund Raising

NB had forwarded a report and advised that £7843.66 in the bank A/c. Receipts from the beginning of the year now totaled £4110.00 plus £3600 paid direct to C&O by Bakers and Larners. Expenditure total was £1060.09. It was calculated that a further total of cheques and cash to go into the bank was £2385. This had been passed over to Esme at the recent Chamber of Trade meeting.(£70 Feeneys; Artefax £75, Bellisima £60, Country Cottages £1000, Chamber of Trade £1200, Last Picture Show £50, Simon Finch £150, £200 Butlers and Butlers Pantry, £250 Butchers Andrews, £250 Thurlow Nunn).

Cheques approved were: to DD for refund re the tabards; HTC for a refund re stationery

A reply was still awaited from Greshams to Esme's letter. This had requested more money than the £500 offered. A large portion of the C&O account was to light up the Gresham School and the contribution which Greshams had given did not cover this. Shops were contributing to the lighting of the community buildings as well as paying for their own lighting.

There were many businesses who still had not contributed and these would be tackled again by all the fund raisers. DD would visit Benbows

5. Road Closure Stewards

Good news from the Round Tablers – 5 volunteers would be available from 4.30 p.m. on 23rd November. DD had prepared a rota for them, and this was given to NB for passing on to Duncan with big thanks. There were 4 other volunteers.

Everyone would double up and collecting money in buckets too. Road Closure notices had been prepared and DD had contacted Sanders. Jen had also spoken to Sanders, and National Express about Road Closures.

More help was needed and MP had contacted the Holt Rugby Club, The Farmers Club and Holt Football Club. Fish and Chips would be offered to all those involved for 2 hour plus stints on closures and SG would ask Alberts Fish Bar to give the Committee a quote for 10 portions.

6. Raffle and Charity Boxes

These were going out.

7. Entertainments

JB advised that the Rock Band had fallen through and would be replaced by Fakenham Town Band. The band would park in Barclays Bank Car Park – this would need to be coned off. Mother Christmas would be able to change in the Community Centre loos and leave her clothing in the TC office. There was discussion on Saffron Paffron, considered to be an excellent new act for the Lights event and it was agreed to ask JB to see if they could be booked at £200. They might need to use the back room of the Community Centre for changing and kit care. JB to advise DD. JB had met with Rob from Pyrofection on site at Greshams – a challenging occasion! The fireworks would be slightly longer than previous years.

8. Street Stalls

DD and TD had met to discuss set up for the night A map had been prepared for everyone This could change. Esme advised that Leigh Chalcraft from Norwich would be attending and had paid £200 for three stalls to sell coloured lights. He would also keep similar hawker stalls at a distance.

9. Community Centre Cards and Insurance

There were now 7 craft stalls including the HCL Committee own stall, selling Christmas Cards. DD had also prepared a day raffle. It was hoped that more stalls would be found.

The Lantern Making event had only 1 booking so far and DD would do some press releases for Radio North Norfolk and also advise Mum's at the school. She thought that mums might think it was the same as previous years in that it would be held on the Switch - on night.

The proof for the cards had been signed off by Josh and Di and would hopefully be delivered quite soon. David at the Holt Bookshop had agreed to sell the cards. They would also be available at the Community Centre.

Insurance forms had been completed and returned. Zurich had been advised of the Fireworks and also the Lantern parade.

10. Lights

It was **AGREED** not to light up the side of Greshams as there was insufficient funds. C&O had just started to put up the Lights, and everything was going to plan. Things would be very much the same as last year but with the Christmas tree being brought into Chapel Yard being lit up. There was discussion on the cost of the lighting and 2012 further quotes would be sought.

11. Website and Publicity

JD had updated the site including the suggestion of the £2 per person donation into the buckets. MP would be put onto the website as Liaison Officer. The site had had many hits and there was a count down with days and hours

12. Trees

Two 18' trees (£120 each) and 1 14' tree (£75) were being delivered on 14th November with smaller trees coming the following day. The Cartoon original would be available to see from Monday at the Bircham Gallery. A stage announcement would be made on the night.

13. Next meeting

The next meeting is Friday 11th November at 8.30 a.m. and Monday 21st November at 8.30 a.m.

TD was thanked for paying for the coffees. Meeting closed at 10.00 a.m.

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Chairman

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Date