

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

**Meeting date Tuesday 6<sup>th</sup> October 2009 8.30 a.m. at  
Bakers and Larners Coffee Shop**

**Attending:** Esme (Chair) EBO, Alison (Fund Raiser) AH, Di DD, Duncan DB  
Josh JD

### **Agenda:**

#### **1. Apologies**

Sarah T and Nina – both working.

#### **2. Minutes of the meeting held on 22<sup>nd</sup> September**

These were agreed and signed.

#### **3. Matters arising not included on the agenda.**

DD advised she had spoken to Alan G concerning the firework safety issue and a reply was awaited. She thought Alan would need to make contact with the staff as it was staff cars which would be of concern.

DD advised that Zurich had been asked to forward an insurance form.

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

Further donations had been received and if this amount is added to the balance carried forward from the 2008 event (£2914.55) this gives a total bank balance of £5550.

Transfer of signatories was agreed DD signed as Secretary EBO and Nina would be cheque signatories replacing Rhu B-L

Nina was thanked for her efforts.

#### **5. Fund Raisers report**

An update of donations had been received. 28 donations in all totaling £3000 with o/s invoices of £3734 total monies received £9691 McCarthy and Stone had donated £500. They would like to use a Christmas picture – this was agreed. Overall donations were up on 2008 at the same point in time. Collections boxes being out earlier was seen as being very beneficial. The Flyer detailing activities needed to be distributed at Greshams – noted the Headmaster had been unwilling to include this in the brochure. AR would make contact with the Head again to explain the need for the flyer.

#### **6. Lighting Organisers progress.**

Noted

#### **7. Entertainment**

DB advised that:

Wall High Adventure had now been booked £400 inc. VAT This was the highest free standing wall in the country. Takings would be split. It was hoped to have this at the same point in Bull Street. The Cromer Pier team should be on board (in terms of time : after Paul following the switch on ) Alan Mansfield the Stilt Walker was now confirmed. Adrian Hill's three piece band would also be playing for no charge for 30 minutes at approx 7.15 p.m.

The Truck would be on the east side of the War Memorial (to protect the latter) possibly with a bit more space on the north side by moving the cab round. The Sandwich shop could have a stall near to Alliance and Leicester.

EBO said Kate and Emma would be available to look after the guests – possibly in Bircham Gallery. DB would ask. The TIC could be available as well

### **8. Community Centre**

No further stalls had been booked, so spaces were still available. DD would prepare a poster for the Centre

### **9. Other Stalls including Food Stalls.**

Graves to have 3 pitches at £50 each They had given a £250 donation and there would be a further donation. There were still other stall places.

### **10. Website**

JD had done more formatting updates and changed the font on the site to Georgian. Contacts were now up to date and links provided. He now needed news flashes.

JD was congratulated on his efforts.

### **11. Road closure**

DD had submitted form with closure at 4.15 p.m. The Insurance certificate would need to be forwarded to NCC in due course.

### **12. Publicity**

It was agreed to have an A4 Black and white double sided newsletter distributed in the Chronicle. DDD would enquire of Caroline. 5000 to be printed.

Souvenir brochure would need to be ordered.

### **13. Date of next meeting**

An extra one was noted as being needed on 20<sup>th</sup> October at 8.30 a.m. (extra to the list originally agreed)

EBO thanked for buying all the coffees.- it was her turn!

.....  
Chairman

.....  
Date

