

MINUTES OF THE MEETING OF THE CHRISTMAS WORKING GROUP
HELD ON TUESDAY 16TH SEPTEMBER, 2014 AT 10.30 AM
IN THE COUNCIL CHAMBER, NORTH LODGE, CROMER

Present:-

Cllr. J. Bond, Cllr. T. Nash, Cllr. G. Smith, Paul Neale, Tracey Khalil,
Richard Leeds, Tony Shipp and Rev. Sharon Willimott.

Julie Chance – Town Clerk.

Councillor Tony Nash was elected to Chair the meeting.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. T. Adams, Cllr. J. Frosdick, Cllr. J. Hamilton-Emery and Rebecca Wass.

2. MINUTES OF THE MEETING HELD ON THURSDAY 14TH AUGUST 2014

The Minutes of the meeting held on Thursday 14th August 2014, having been circulated, were taken as read, **AGREED** and signed by the Chair of the meeting.

3. CHRISTMAS ARRANGEMENTS

3.1 Christmas Market:- The Clerk reported that all the charity stall spaces in the Parish Church have been booked. The overspill will be situated in the Parish Hall. There are eight paid craft stalls confirmed for the Parish Hall to date. It was **AGREED** that the Clerk will prepare a flyer asking the charity stalls whether they would be prepared to make a donation towards the event in future years.

New Street & Garden Street Traders:- Tony Shipp reported that Chris Lynch was concerned about the width of New Street and Garden Street as the proposed pitch holders have very large gazebos. Chris has enquired whether Tucker Street can be closed and the taxi rank moved for the day. The Clerk explained that all the road closures for this year are in place and to move the taxi rank would be in the region of £600. This funding is not available for this year. It was **AGREED** that Tony Shipp will liaise with Chris Lynch and explain that due to the cost and short notice, the arrangements cannot be changed for the current year but this matter will be discussed to try and resolve the issue for next year. Tony Shipp will enquire whether they are still able to hold the Christmas market in New Street and Garden Street for this year.

Community Carol Service:- Cllr. Nash reported that this matter is in hand and a meeting will be held shortly with Cromer Academy and Rev. Peter Herbert to put arrangements in place. An update will be given at the next meeting.

3.2 Entertainment:- The Clerk reported that the Cromer and Sheringham Amateur Dramatic Society have agreed to perform in the Parish Hall at 4 pm and in the Parish Church at 5 pm on Saturday 6th December. Marlene's

school of dance has also been booked for the Parish Hall. Further bookings are needed for the Parish Church and Paul Neale confirmed that further bookings are also needed for the Parish Church. It was **AGREED** that the Clerk would contact Ro Curtis, Tony Shipp will contact Paul and Judy from the North Norfolk Choral Society and an Irish Dance Troop and Cllr. Bond will make enquiries with his choir as to their availability. Tony Shipp and Cllr. Bond will liaise with the Clerk who will arrange the timings.

Santa's Grotto:- Rev. Sharon Willimott reported that all the arrangements are going well. The Christmas Lighting Committee have small gifts for the first three hundred children and there will be a photographic opportunity for the families to dress up and have a photograph taken for Christmas cards. Tony Shipp and Rev. Sharon Willimott will liaise concerning the photographer. Rev. Sharon Willimott will liaise with the Cromer and Sheringham Amateur Dramatic Society concerning the back drop for the photographs and grotto. The Clerk reported that Morrisons are willing to donate sweets for Father Christmas again this year. The Clerk and Rev. Willimott will meet to work out the plan for the position of Santa's Grotto in the Parish Hall. Rev. Sharon Willimott confirmed that the Foodbank Café will be running at the Methodist Church on Saturday 6th December.

Permanent Speakers:- It was **AGREED** that no further action will be taken on this matter.

Children's Poster Competition:- It was **AGREED** that Rev. Sharon Willimott and Tracey Khalil will liaise on the arrangements for the Children's Poster Competition. Some entries will be displayed in the Parish Hall again this year. Sue Brown from Sticky Earth judges the competition.

Organ:- Tony Shipp will make arrangements for the organ to be in place again this year.

Trees – Parish Hall:- Cllr. Bond confirmed that Christmas trees will be placed outside the Parish Hall again this year. Cromer in Bloom have agreed to decorate the entrance to the Parish Hall again this year.

3.3 Advertising:- It was **AGREED** that the Clerk will arrange a meeting with Chris Hamilton-Emery, Tracey Khalil and Rev. Sharon Willimott to discuss the leaflets and posters for this year. It was **AGREED** that the Cromer Christmas Lighting logo would be added to the advertising this year.

Boards and Banners:- The Clerk reported that the boards and posters are ready for erection. Tony Shipp will collect the boards and erect them nearer the time. Rev. Sharon Willimott will collect the banners and liaise with Paul Stowe for erection at the Parish Hall and on the wall next to the Cromer Museum as last year.

3.4 Christmas Tree and Nativity Festivals:- The Clerk reported that ten 4ft and eight 6ft Christmas trees have been confirmed to date. Seven Nativities have been confirmed. The public will be voting for the winners of the Festivals and the shields and certificates will be awarded on 1st January at the Firework Event.

Shop Window Competition:- The Clerk reported that she has purchased a shield and the public will be voting as with the Festivals. The shield will be presented on 1st January at the Firework Event. The Firework Committee will

make the arrangements for the presentation of the shields and certificates and inform the Christmas Committee accordingly. Tony Shipp and the Carnival Committee are making the arrangements for the Shop Window Competition.

3.5 Churchyard Christmas Tree:- Cllr. Bond reported that the arrangements are in hand and he is in process of making the boxes for the displays to be inserted.

Lighting of Churchyard Trees:- Cllr. Bond and Richard Leeds will progress this matter and report to the next meeting.

3.6 Christmas Lighting:- Rev. Sharon Willimott reported that the arrangements for erecting the Christmas lighting this year are going well. The arrangements for the switch on will be discussed at the next meeting.

Staging:- Cllr. Bond reported that Cromer Town Council have agreed to fund the staging up to £1,000. Cllr. Bond will investigate some second hand staging for purchase. The Clerk will put this matter on the next agenda for discussion concerning storage.

3.7 Fundraising:- The Clerk reported that the stall for the carnival did not go well due to the weather. There will be a stall at the Christmas market for children's games to raise money for next year's Christmas event. The Clerk reported that the bucket collection did not go well at the Pier Theatre. Rebecca Wass has asked that some members of the Committee dress up and do a bucket collection and she will let the Clerk know the best date for this to happen.

3.8 Carnival Walking Float – Sleigh:- The Clerk reported that this was great fun and the float won runner up in their category. The Clerk reported that she will try and source a lorry for next year.

3.9 Stickers:- It was **AGREED** that Tony Shipp will order another 1,000 stickers.

3.10 Community Centre:- It was **AGREED** that the Clerk will provisionally book the Community Centre for next year.

3.11 Budget:- Circulated. Noted.

4. DATE OF NEXT MEETING

The date of the next meeting was noted as Monday 13th October 2014 at 10.30 am in the Council Chamber, North Lodge, Cromer.

There being no other business the Chairman closed the meeting at 11.40 am.

.....
Chairman

.....
Date