

MINUTES OF THE MEETING OF THE CHRISTMAS WORKING GROUP
HELD ON MONDAY 26TH OCTOBER, 2015 AT 10.30 AM
IN THE COUNCIL CHAMBER, NORTH LODGE, CROMER

Present:-

Chairman – Cllr. J. Frosdick, Cllr. J. Bond, Cllr. D. Conisbee,
Cllr. R. Leeds, Cllr. G. Smith, Cllr. A. Yiasimi, Jo. Guise, John Hodgkinson, Hubba,
Tracey Khalil, Chris Lynch, Paul Neale, Tony Shipp, Bruce Stratton,
Bernice Stowe and Rev. Sharon Willimott.

Julie Chance MILCM – Town Clerk.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. T. Adams, Cllr. J. Hamilton-Emery, Jo Artherton and Jackie Tripp.

2. MINUTES OF THE MEETING HELD ON MONDAY 21ST SEPTEMBER 2015

The Minutes of the meeting held on 21st September 2015, having been circulated, were taken as read, **AGREED** and signed by the Chairman.

3. DECLARATIONS OF INTEREST

Declarations of interest were received from Cllr. R. Leeds in connection with any PA matters.

Declarations of interest were received from Cllr. Yiasimi in connection with any North Norfolk District Council matters.

4. REPRESENTATIVE FROM CROMER CHRISTMAS LIGHTING

Following lengthy discussion it was **AGREED** that the Christmas Working Group request the Christmas Lighting Team to send a different representative to future meetings. Bernice Stowe agreed to take the views of the Christmas Working Group back to the Christmas Lighting Team and they will decide the next course of action. (Full notes of the discussions are on file in the office and can be obtained on request).

5. CHRISTMAS ARRANGEMENTS

5.1 Christmas Markets – New Street & Garden Street Markets:- Chris Lynch reported that thirty stalls have confirmed, sixteen of which have paid. The rest will pay on the night. There are seven stalls still to confirm. Chris has advertised the event in the Cromer Times, Crab Tales, Just Cromer and the EDP.

Parish Hall, Community Centre and Charity Stalls:- Julie Chance circulated the up to date list of stalls that have confirmed and paid to date. There are nineteen charity stalls and twelve craft stalls so far.

Community Carol Service:- Julie reported that Cllr. Adams and herself will be meeting with the Church and the Schools to finalise arrangements on 4th November.

5.2 Entertainment:- Debz Conisbee reported that three acts have confirmed. Debz has requested acts through social media and Crab Tales and she will chase weekly. Following half term she will be meeting with the schools to talk about the possibility of a choir competition.

It was **AGREED** to book two performers on stilts at a cost of £120 each. It was **AGREED** that Julie will ask whether they can do a 45 minute performance in the morning, a 45 minute performance in the afternoon and a 45 minute performance in the evening of Saturday 5th December. Julie will ask the height of their stilts when she books them.

It was **AGREED** that Tony Shipp will liaise with a fire performing group to try and negotiate on cost. It was **AGREED** that Tony can book the act for a budget of up to £100.

Switch-on Programme:- Tony Shipp reported that he has booked the Salvation Army and the Pier Cast have confirmed.

Performance Area – Museum:- Andy Yiasimi reported that he is still negotiating with North Norfolk District Council for the area in front of Cromer Museum to be dug over and filled with shingle and an iron grid placed on the top. It was **AGREED** that Andy would ask North Norfolk District Council whether the Christmas Working Group could dig the area over and fill it with shingle as a temporary measure for the Christmas and New Year celebrations. The Christmas Working Group will look at the funding for the iron grid in the next financial year.

Santa's Grotto:- Julie reported that she has arranged for three Father Christmas to man the grotto in the Parish Hall on Saturday 5th December. All other arrangements for the grotto are in hand with Rev. Sharon Willimott. Julie confirmed that Morrisons have again agreed to provide sweets for the grotto this year. Julie will arrange collection.

Face Painting:- This matter will be placed on the next agenda for an update from Tony Shipp. Hubba said that if we are unable to find a face painter, North Norfolk Radio are willing to attend again.

5.3 Advertising:- It was **AGREED** that Julie will get an update from Jen and Chris Hamilton-Emery. Julie confirmed that the photographs provided for the advertising leaflet have been passed to Jen and Chris. Tracey Khalil will liaise with Jen and Chris concerning the Chamber of Trade requirements for the leaflet. Tracey reported that the traders will be holding a spot the twelve days of Christmas Competition this year and the information will hopefully be included in the leaflet. It was **AGREED** that a simple flyer needs to be produced next year to get the information into the TIC and Library etc. by half term. Tracy Khalil will produce large posters for the Parish Hall, Church and Community Centre. The A boards will be loaned from Cromer Town Council, the Church and Tracey Khalil.

- 5.4 Christmas Tree and Nativity Festivals:-** Julie circulated the up to date list for both festivals. The voting slips will be produced again this year and Jo and Julie will count the votes at close of play on Saturday 5th December in order that the rosettes can be awarded.
- Shop Window Competition:-** Tracey Khalil said the arrangements for this are in hand.
- Wreaths:-** The updated list was circulated. Jo Guise has all the arrangements in hand.
- 5.5 Churchyard Christmas Tree:-** Jim Bond reported that the Churchyard tree is in hand. It was **AGREED** that Julie will circulate information to all organisations and ask whether they wish to sponsor part of the alternative Christmas tree at a cost of £5. For this sum the organisation's name will be written on the alternative tree. The tree will be erected the last week in November.
- 5.6 Christmas Lighting:-** Report attached. Bernice Stowe assured all present that the lights will be up in time for the switch on. The team are replacing some of the old wiring which is why it is taking a little longer this year. Bernice called for volunteers to help at weekends and Tracey Khalil will put a request for volunteers on facebook. Jim Bond confirmed that he has the arrangements for banners for each end of the street market in hand and he is in discussion with Structureflex. Jim will liaise with the Christmas Lighting Team to ask permission to use their fixings to erect the banners.
- 5.7 Poster Competition:-** Bernice Stowe reported that the arrangements are in hand and the families of the volunteers who have died recently will judge the competition. The Competition has been named Vera Woodcock's Children's Poster Competition in recognition of all that Vera Woodcock contributed towards the Christmas Lighting and to keep her memory alive.
- 5.8 Staging:-** It was **AGREED** that Hubba will negotiate with Revostage for some second hand staging at a cost of £1,200. It was **AGREED** that this cost will be split between the Crab and Lobster Festival, VEO and the Christmas Working Group being £400 per group. Once the new staging is in place the old staging will be sold.
- 5.9 Christmas Tree Stands:-** Julie reported that she is able to borrow some tree stands for this year and the new ones will be purchased in the New Year as agreed in the budget.
- 5.10 Funding:-** Bernice Stowe said that the members of the public are confused when giving donations and believe that they are donating to the Christmas Lighting Team when they are actually donating towards the Christmas Working Group. It was **AGREED** that this matter will be placed on the agenda in the New Year with a view to holding a big event over a weekend with the proceeds being split between the Christmas Lighting Team and the Christmas Working Group.
- 5.11 Budget:-** Julie will update the Budget ready for the next meeting.

6. DATE OF NEXT MEETING

The date of the next meeting was noted as Monday 16th November, 2015 at 10.30 am in the Council Chamber, North Lodge, Cromer.

There being no other business the Chairman closed the meeting at 12.16 pm.

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Chairman

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Date