

MINUTES OF THE MEETING OF THE CHRISTMAS WORKING GROUP
HELD ON MONDAY 16TH MAY, 2016 AT 10.30 AM
IN THE COUNCIL CHAMBER, NORTH LODGE, CROMER

Present:-

Chairman – Cllr. J. Frosdick, Cllr. G. Smith, Jo Artherton, Jim Bond, Jo Guise, Hubba,
Chris Lynch and Margaret Mitchell.

Julie Chance MILCM – Town Clerk.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. R. Leeds, Tony Shipp and Judy Whittingham.

2. MINUTES OF THE MEETING HELD ON 4TH APRIL 2016

The Minutes of the meeting held on 4th April 2016, having been circulated, were taken as read, **AGREED** and signed by the Chairman.

3. DECLARATIONS OF INTEREST

None received.

4. CHRISTMAS ARRANGEMENTS

4.1 Christmas Market – New Street and Garden Street Market:- Chris Lynch reported that the invitations have been sent to last year's stall holders and the rent will remain at £20 a stall. Chris has requested that a cheque for payment be returned with the completed booking form. Chris will be attending the Crab and Lobster Festival on Evington Lawns to try and get further stall holders to attend the Christmas market.

Trade and Charity Stalls:- Julie will be sending the information letters and booking forms in July/August.

Community Carol Service:- The arrangements for this year's community carol service will commence once the new Mayor is in place.

4.2 Entertainment:- Julie confirmed that the stilt walkers have been booked. Tony Shipp is liaising with the fire performers and this matter will be placed on the next agenda for an update from Tony. The Chairman read an email from Cllr. Conisbee confirming that there will be a mini beer festival with a BBQ and live music held by the Kings Head together with other licensed venues in town. It was **AGREED** that Mark from the Kings Head would be invited to the next meeting for an update. It was **AGREED** that there will be no entertainment in the Parish Church and Parish Hall this year.

Santa's Grotto/Reindeer:- The reindeer have been booked. Santa's Grotto needs to be placed on the next agenda for further discussion. Julie has spoken to the volunteers who are willing to be Santa Clause. This matter

needs to be discussed further at the next meeting when Richard Leeds is present.

Face Painting:- This matter will be placed on the next agenda for an update from Tony Shipp.

Area in Front of Museum:- It was **AGREED** that Julie would write to the Chief Executive and District Councillor Rest and express the concern of all the organisations that the officer who they wrote to has not had the courtesy of replying to even acknowledge receipt of the letters.

4.3 Advertising:- This matter will be placed on the next agenda for an update from Cllr. Yiasimi.

Banners Church and Parish Hall:- This matter will be placed on the next agenda for an update from John Hodgkinson.

Banners Entrances to Street Market:- Jim Bond is dealing with this matter and this will be placed on the next agenda for an update.

New Boards:- It was **AGREED** to accept Graphic Edge's quotation in the sum of £57.50 each. Julie will liaise with Graphic Edge and Tony Shipp for the design and will order four new boards. Julie will inform Hubba when they are ready for collection.

Stickers:- This matter will be placed on the next agenda for an update from Tony Shipp.

4.4 Christmas Tree and Nativity Festivals:- Julie will send out the information letters and booking forms in July/August.

Shop Window Competition:- This matter will be placed on the next agenda for an update from Tracey Khalil.

Wreaths:- This information will be included in the letters for the other festivals.

4.5 Alternative Christmas Tree:- Julie confirmed that a press release was submitted but no ideas have come forward from members of the public. Jo Guise has submitted some ideas to Jim Bond and he will prepare some designs for the next meeting for consideration.

4.6 Christmas Lighting:- Margaret reported that the new lighting for the Churchyard has been ordered. The team are looking into new lighting for the Christmas tree which will start from the top and drop down in strings. They are holding a competition for the design of a tag with my Christmas wish which will be laminated and attached to the lights on the Christmas tree. They are looking into a way of getting power to the small trees in the Churchyard in order to light them and this matter will be placed on the next agenda for advice from Cllr. Leeds.

4.7 Poster Competition:- Margaret reported that a draft design will be ready for the next meeting.

4.8 Staging – Storage:- Hubba reported that VEO are buying an office container where the staging can be stored. The container is 32ft and will be used as an office by VEO. Tony Shipp is enquiring as to the siting of the new container with local land owners. Jim confirmed that he will be placing the old staging on EBAY shortly.

- 4.9 Christmas Tree Stands:-** Julie reported that she has reserved six at a cheaper price than originally quoted. They will not be available until September/October.
- 4.10 Cromer Carnival Float:-** Julie confirmed that a press release was submitted but no ideas have been forthcoming from the public. It was **AGREED** that Julie will make enquiries into a band for one end of the float. It was **AGREED** that Julie will contact Cromer Academy and ask if they would like to come up with a theme and a design.
- 4.11 Road Closure:-** Julie confirmed that the road closure is in place and the legal notifications are awaited. Tony and Julie will meet with the Hotel de Paris shortly.
- 4.12 NNDC Car Parking:-** Julie read a letter received from NNDC asking for dates most appropriate for their free parking weekend. Julie has replied to this letter but to date has not had a reply and she will chase accordingly.
- 4.13 Budget:- AGREED.**

5. CORRESPONDENCE

None received.

6. DATE OF NEXT MEETING

The date of the next meeting was noted as 4th July, 2016 at 10.30 am in the Council Chamber, North Lodge, Cromer.

There being no further business the Chairman closed the meeting at 11.15 am.

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Chairman

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Date