

MINUTES OF THE MEETING OF THE CHRISTMAS SUB-COMMITTEE
HELD ON MONDAY 30TH JULY, 2018 AT 10.30 AM
IN THE COUNCIL CHAMBER, NORTH LODGE, CROMER

Present:-

Cllr. J. Davis, Cllr. J. Frosdick, Cllr. R. Leeds, Jim Bond, John Hodgkinson, Margaret Mitchell,
Tony Shipp, Carol Shippey and Judy Whittingham.

Julie Chance PSLCC – Town Clerk.
Janet Warner PSLCC – Deputy Clerk.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Jo Guise and Paul Kendrick.

2. MINUTES OF THE MEETING HELD ON MONDAY 15TH JANUARY, 2018

The Minutes of the meeting held on Monday 15th January 2018, 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 respect of any PA matters.

4. CHRISTMAS EVENT 2018

4.1 Booking for 2019 Event:- The Clerk reported that the Parish Hall has been booked for the last weekend in November 2019 which means the Christmas lights switch on will not take place until 7th December, 2019. Those present felt that this was too late in the season for the switch-on and the Chairman will speak to the organisation who has booked Saturday 30th November 2019, and enquire whether they would be prepared to move to Saturday 23rd November 2019. John Hodgkinson confirmed that Saturday 23rd November is free at present. It was **AGREED** that the Christmas sub-committee will cover the cost of the hire of the Parish Hall for Saturday 23rd November if the organisation are happy to move. This matter will be placed on the next agenda for an update.

4.2 Taxi Rank:- The Clerk reported that the taxi companies were not happy about being sited at the bus station last year and their businesses lost money. It was reported that the carnival security crew are trained to cover any traffic control issues if the taxi rank remained in Tucker Street. This would require the barriers to be moved each time a taxi needed to exit High Street. This solution would not be ideal as the taxis would not be able to move from Tucker Street during the road closure of Church Street during the hours of 4.00 pm to 6.30 pm. It was **AGREED** that the Clerk would liaise with the Co-op to enquire whether their car park can be used during the day of Saturday 1st December for the taxi rank. The only other alternative is to have the taxi rank situated in Bond Street. This matter will be placed on the next agenda for an update.

4.3 Road Closure:- It was **AGREED** that the road closures for the 2018 event will be the same as 2017. The Clerk will action this matter.

4.4 Christmas Market – New Street, Garden Street and High Street:- It was reported that Kathy Lynch will be making the arrangements for the street market this year and the Clerk will invite her to the next meeting to discuss the arrangements.

Trade and Charity Stalls – Church and Parish Hall:- The Clerk reported that she will be issuing the forms for completion to the organisations shortly.

4.5 Community Carol Service:- The Clerk reported that a meeting will shortly be held with the Church to make the arrangements for this event. This matter will be placed on the next agenda for an update.

4.6 Entertainment – Stilt Walkers, Disney Princess and Super Hero:- The Clerk reported that she has booked these entertainers for this year's event.

Fire Performers:- Tony Shipp will liaise with the fire performers and this matter will be placed on the next agenda for an update.

Marlene's Dancers:- Cllr. Leeds will liaise with Marlene and this matter will be placed on the next agenda for an update.

Minis/Bubble Car:- Tony Shipp will liaise with the organisations and report back to the next meeting with an update.

Stage/Pier/Salvation Army:- Several suggestions have been made for more entertainment as follows:-

Emma Dale – Choir:- The Clerk will liaise with Emma and report to the next meeting with an update.

Twist and Shape Balloons:- The Clerk will liaise with Zoe and report to the next meeting with an update.

Gospel Choir:- John Hodgkinson will liaise and report to the next meeting with an update.

Salvation Army:- Tony Shipp will ask if the Salvation Army can attend earlier and perform for longer. This matter will be placed on the next agenda for an update.

Tony Shipp reported that Olly Day would like to play a bigger role but is involved with the pier until 5.00 pm. It was **AGREED** that the switch-on would take place at 5.45 pm to allow the pier troop time to attend and perform.

Staging:- Cllr. Leeds will liaise with the scaffolding company and report an update at the next meeting.

4.7 Father Christmas and Grotto:- The Clerk reported that the Parish Hall is booked for Friday 30th November in order to build the grotto and volunteers are required to help.

The Clerk will contact Father Christmas and ask whether he is willing to attend again this year. It was **AGREED** that all arrangements will be the same as last year.

Cromer in Bloom:- Cromer in Bloom have kindly agreed to decorate the entrance to the Parish Hall again this year for the event and to provide some greenery for the grotto.

4.8 Reindeer/Donkeys:- Tony Shipp reported that the reindeer and donkeys have been booked.

4.9 Christmas Tree and Nativity Festivals:- The Clerk will be issuing the forms for completion to the local organisations shortly. This matter will be placed on the next agenda for an update. Volunteers will be needed to transport the boards from the Parish Hall to the Church.

4.10 Shop Window Display Competition:- This matter will be placed on the next agenda for an update from Cllr. Dickenson.

4.11 Wreaths/Pew Ends/Spades:- The arrangements will be the same as last year and this matter will be placed on the next agenda for an update from Jo Guise. The Clerk will check how many spades are left and order more if required.

4.12 Alternative Christmas Tree:- Jim Bond reported that if the large lighthouse in the Churchyard is not sold, this will be used as the alternative Christmas Tree this year. This matter will be placed on the next agenda for an update. Ideas are needed in case the lighthouse is sold.

4.13 Christmas Lighting:- Judy Whittingham reported that £6,000/£7,000 has been spent finishing buying the new light strings. Some of the set pieces have been sent for refurbishment. An appeal will be sent for suitable Christmas trees for the Churchyard and outside the Parish Hall. This year the Christmas Lighting team will be lighting the trees in front of the Church. It was reported that the proposed set piece for a poppy will not be going ahead due to problems with gaining permission and to use the design. It was **AGREED** that the possibility of projecting falling poppies onto the Church would be investigated. It was **AGREED** that this project will be discussed by the War Memorial Committee with a view to using the projectors for the November commemorations as well as the Christmas event. It was **AGREED** that the possibility of splitting the cost of this project will be explored and Jim Bond will be invited to the next War Memorial Committee meeting to discuss this matter in more detail.

Permanent Holes – Christmas Trees – Parish Hall:- John Hodgkinson will check whether it is possible to put two permanent holes which can be capped off outside the Parish Hall for the two Christmas trees. This matter will be placed on the next agenda for an update.

4.14 Mobiloo:- The Clerk reported that Cromer Town Council will be funding the mobiloo again this year. It was reported that the Honey-Pot café and their changing room facilities will remain open for the switch-on.

4.15 Police/Security:- It was **AGREED** that the Clerk would liaise with the Police to make the same arrangements as last year for security of the event.

4.16 Sleigh Refurbishment:- Cllr. Leeds reported that the refurbishment will commence at the end of August. This matter will be placed on the next agenda for an update.

4.17 Star – Church:- It was **AGREED** that a large star on top of the Church is not practical and the current spotlight will be used.

4.18 Programme for Event:- It was **AGREED** that no further action would be taken in producing a programme for the event. It was **AGREED** that the flyers are suitable and this matter will be placed on the next agenda for an update from Cllr. Dickenson. It was **AGREED** that Cllr. Leeds will look into the cost of sourcing two large boards to sit outside the Church showing the programme of events. This matter will be placed on the next agenda for an update.

4.19 Budget:- The Clerk will update the budget and circulate to committee members.

5. DATE OF NEXT MEETING

The date of the next meeting was noted as Monday 17th September, 2018 at 10.30 am in the Council Chamber, North Lodge, Cromer.

There being no further business the Chairman closed the meeting at 11.55 am.

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Chairman

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Date