

MINUTES OF THE MEETING OF THE CHRISTMAS SUB-COMMITTEE
HELD ON MONDAY 13TH NOVEMBER, 2017 AT 10.30 AM
IN THE COUNCIL CHAMBER, NORTH LODGE, CROMER

Present:-

Chairman – Cllr. R. Leeds, Vice-Chairman – Cllr. M. Bossingham,
Cllr. J. Davis, Cllr. G. Dickenson, Cllr. J. Frostdick, Colin Albone
Jim Bond, Jo Guise, John Hodgkinson, Paul Kendrick, Margaret Mitchell,
Dave Roberts, Tony Shipp, Carol Shippey and Judy Whittingham.

Julie Chance MILCM – Town Clerk.

1. APOLOGIES FOR ABSENCE

None received.

2. MINUTES OF THE MEETING HELD ON MONDAY 9TH OCTOBER, 2017

The Minutes of the meeting held on 9th October 2017, 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.

4. CHRISTMAS EVENT 2017

4.1 Taxi Rank:- The Clerk reported that confirmation has been received from Norfolk County Council that the bus station and surrounding area can be used for taxis to park. Colin Albone expressed concern that the taxis pick up from the Co-op. It was **AGREED** that the barriers at the end of High Street would be placed behind the traffic island in order that taxis can pull in off the main road to pick up. The taxis can also pick up from the back of the Co-op in their car park. Letters have been given to every taxi company with the information.

4.2 Road Closure:- The Clerk reported that the road closure has been confirmed and the notices were given to Cllr. Dickenson for distribution and display. The Clerk reported that Norfolk County Council have confirmed that they have liaised with the bus companies to ensure that they are re-routed between 4.00 pm and 6.00 pm when Church Street will be closed for the switch-on. This will mean that buses will not need to be walked through during the road closure. The Police have confirmed that they will be attending the event and a police car will be parked each end of the road closure on Church Street between 4.00 pm and 6.00 pm and will be unable to move. This is for security purposes. This has been explained to Norfolk County Council.

- 4.3 Christmas Market – New Street & Garden Street & High Street:-** Chris Lynch has these arrangements in hand.
- Trade and Charity Stalls – Church and Parish Hall:-** The Clerk reported that the charity and trade stalls are fully booked.
- 4.4 Community Carol Service:-** The Clerk circulated the confirmed order of service and reported that the invitations have been sent.
- 4.5 Entertainment:-** The Clerk and Tony Shipp confirmed that all the entertainment has been booked. It was **AGREED** that the organ and the carnival float will be situated in the layby outside Boots. It was **AGREED** that minis will be situated in High Street beside the Church. Tony Shipp reported that the stage and scaffolding will be erected on Friday 1st December.
- 4.6 Father Christmas:-** The Clerk reported that arrangements are in hand.
- 4.7 Grotto:-** The Clerk reported that the grotto will be built on Friday 1st December at 6.00 pm in the Parish Hall.
- 4.8 Reindeer/Donkeys:-** Booked. Tony Shipp will liaise with the owners on the day.
- 4.9 Advertising – Leaflets/Posters:-** These matters are all in hand. The leaflets will be picked up today and distributed throughout Cromer. Cllr. Yiasimi is liaising with the press.
- 4.10 Advertising Boards:-** It was reported that the boards would be erected this afternoon.
- 4.11 Christmas Tree and Nativity Festivals:-** The Clerk reported that there are still spaces available.
- 4.12 Shop Window Competition:-** Cllr. Dickenson reported that this matter is in hand.
- 4.13 Wreaths/Pew Ends/Spades:-** Jo Guise reported that she has contacted all the organisations who have booked and given them the information needed. The Clerk reported that the spades have been collected by the organisations.
- 4.14 Alternative Christmas Tree:-** Jim Bond reported that the branches have been delivered. Jim called for volunteers to paint the branches on Saturday 18th November.
- 4.15 Electricity Supply:-** Cllr. Leeds reported that this matter is in hand.
- 4.16 Real Tree:-** Judy Whittingham reported that the tree will be cut down and delivered on Saturday 18th November.
- 4.17 Christmas Lighting:-** Judy Whittingham reported that the tree is up on Mill Road. All other arrangements are on target. The Clerk reported that she has requested Cromer Electrical to put the Church floodlights on at 3.30 pm.
- 4.18 Poster Competition:-** Judy Whittingham reported that the entries have been received and will be judged on Sunday 19th November.
- 4.19 Gels – Churchyard Lights:-** Cllr. Leeds reported that this matter is in hand.
- 4.20 Laser Light:-** Cllr. Leeds reported that the laser light is ready to be erected. He will deal with this matter.
- 4.21 NNDC Car Parking:-** The Clerk reported that she has not received confirmation of the free car parking to date and she will chase accordingly. The Clerk will inform Cllr. Dickenson of any progress in order that the Chamber of Trade can advertise the free car parking.

- 4.22 **Banners:-** Judy Whittingham reported that this matter is in hand and they will be erected shortly.
- 4.23 **Mobiloo:-** Cllr. Davis reported that all arrangements are in hand and enquired whether cones can be placed in order to keep the space free on the Meadow Car Park. Cllr. Davis will ring Biscuit to make the arrangements.
- 4.24 **Police/Security:-** This matter was dealt with under item 4.2 above.
- 4.25 **Budget:-** The Clerk will update the budget ready for the next meeting.

5. **DATE OF NEXT MEETING**

The date of the next meeting was noted as Monday 15th January, 2018 at 10.30 am.

There being no other business the Chairman closed the meeting at 11.25 am.

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Chairman

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Date