

MINUTES OF THE MEETING OF THE CHRISTMAS SUB-COMMITTEE
HELD ON MONDAY 17TH SEPTEMBER, 2018 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. A. Yiasimi, Jim Bond, Jo Guise,
Margaret Mitchell, Dave Roberts and Judy Whittingham.

Julie Chance PLSCC – Town Clerk.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Paul Kendrick.

2. MINUTES OF THE MEETING HELD ON MONDAY 30TH JULY, 2018

The Minutes of the meeting held on Monday 30th July 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 connection with any PA matters.

4. CHRISTMAS EVENT 2018

4.1 Parish Hall and Church 2019:- Cllr. Leeds confirmed that the Ladies Lifeboat Guild are happy to change their booking with the Parish Hall to Saturday 23rd November, 2019 in order that the Christmas Committee can book Saturday 30th November, 2019. It was **AGREED** that the Christmas Committee will cover the cost of the hire of the Parish Hall for the Ladies Lifeboat Guild to thank them for changing their booking. The Clerk will contact the Parish Hall and confirm the bookings.

4.2 Taxi Rank:- The Clerk reported that she has not had the opportunity to speak to the Co-op concerning the taxi rank being sited in their car park on Saturday 1st December. Margaret Mitchell will speak to the Co-op and ascertain the details of the car park company that we need to speak to concerning this matter. Margaret will let the Clerk have the details in due course.

Road Closure:- The Clerk reported that the road closures have been requested and accepted by Norfolk County Council. Dave Roberts will place the signs in Brook Street on the day. The signs inform the traffic that there is no through road as High Street will be closed. The Clerk will check with Norfolk County

Council to make sure the buses are aware of the road closure and the police security in place.

- 4.3 Christmas Market – New Street, Garden Street and High Street:-** It was reported that this matter is in hand and being dealt with by Chris Lynch.
- Trade and Charity Stalls – Church and Parish Hall:-** The Clerk reported that only one trade stall has booked to date. Twelve charity stalls have booked. It was **AGREED** that Cllr. Yiasimi will advertise the availability of the stalls on social media to try and increase the bookings.
- 4.4 Community Carol Service:-** The Clerk reported that she and the Mayor have met with the Church and arrangements are in hand.
- 4.5 Entertainment – Stilt Walkers, Disney Princess and Super Hero:-** The Clerk reported that these are all booked.
- Fire Performers:-** This will be placed on the next agenda for an update from Tony Shipp.
- Marlene’s Dancers:-** Cllr. Leeds reported that Marlene could provide the older dancers earlier in the day and the younger ones to perform with the pier later in the day. Cllr. Leeds will liaise with Tony Shipp concerning the timing of these performances.
- Twist and Shape Balloons:-** The Clerk reported that Twist and Shape are free to attend on Saturday 1st December. A 30% discount will be given for a booking of more than one hour. It was **AGREED** that the Clerk will book Twist and Shape to attend in the Church for two sessions. The sessions would be for two hours each 10.00 am to 12.00 Noon and 2.00 pm to 4.00 pm. This would be at a cost of £129.50 which includes the 30% discount. It was **AGREED** that the Clerk would ask whether an example of her work could be left in the Parish Hall near to Santa’s grotto with a notice directing people to the Church with the times of the sessions.
- Gospel Choir:-** This matter will be placed on the next agenda for an update from John Hodgkinson.
- Salvation Army:-** This matter will be placed on the next agenda for an update from Tony Shipp.
- Emma Dale Choir:-** This matter will be placed on the next agenda for an update from the Clerk.
- Minis:-** This matter will be placed on the next agenda for an update from Tony Shipp.
- Staging:-** Cllr. Leeds confirmed that the staging is in hand and ACS have kindly agreed to erect this again this year.
- Requirement for Rooms – Church:-** It was **AGREED** that the Clerk will liaise with John Hodgkinson with the details of the rooms needed on Saturday 1st December.
- 4.6 Father Christmas and Grotto:-** The Clerk reported that the arrangements for Father Christmas are in hand. The Parish Hall has been booked for Friday 30th November in order to build the grotto. As many volunteers as possible are needed please. Dave Roberts has agreed to loan his rocking chair again this year. Cllr. Bossingham will provide the fireplace and Cromer in Bloom have

agreed to provide some greenery for the grotto. The Clerk will check with the Parish Hall the best time for the Christmas Lighting Team to drop off the part of the grotto that they are storing. This matter will be placed on the next agenda for an update. Bethan has kindly agreed to be the grotto elf again this year.

4.7 Reindeer/Donkeys:- The Clerk confirmed that Tony Shipp has booked the reindeer and the donkeys.

4.8 Christmas Tree Festival:- The Clerk reported that seven 6ft trees and five 4ft trees have been booked. Cllr. Yiasimi will advertise the availability on social media to try and increase the numbers.

Nativity Festival:- The Clerk reported that six nativities have been booked. Cllr. Yiasimi will advertise the availability on social media to try and increase the numbers. It was **AGREED** that the Clerk would liaise with Merchants Place to ask whether they can help with advertising these festivals. The Clerk requested volunteers to move the boards from the Parish Hall to the Church for the festivals and the stalls. Cllr. Leeds will arrange this and John Hodgkinson will put out an appeal to the Church family to see if he can get some volunteers to help.

4.9 Shop Window Competition:- Cllr. Dickenson reported that the arrangements are in hand.

4.10 Wreaths/Pew Ends:- Jo Guise has kindly agreed to produce the pew ends again this year but has called for greenery. Jo and Margaret will work together on the oasis for the spades again this year. Jo will contact all the organisations who have booked a wreath and inform them that it is a wreath and not a pew end that is needed.

4.11 Alternative Christmas Tree:- Jim Bond reported that this matter is in hand. It may be that the Chamber of Trade lighthouse has been sold. If this is the case Jim can build another one from the budget. This matter will be placed on the next agenda for an update.

4.12 Christmas Lighting:- Judy Whittingham reported that the poster competition is at the printers. The trees have been ordered. Unfortunately this will be the last year that a large tree can be sourced from the supplier. Some trees have been offered but they are either not suitable or too far away to be collected. The Church will be holding a coffee morning for the Christmas Lights on Saturday 22nd September from 10.00 am to 12.30 pm all welcome.

Holes – Parish Hall:- Judy reported that the holes cannot be drilled either side of the door to the Parish Hall due to drains etc. The holes will be drilled in front of the blank wall.

4.13 Projector:- Jim Bond reported that the cost of a projector will be in the region of £5,000 to purchase. The War Memorial Committee have agreed to put £1,000 towards this cost. It was **AGREED** that Jim Bond and Cllr. Leeds will be meeting with various companies to have some demonstrations and discuss whether it would be better to hire the equipment instead of purchasing outright. This matter will be placed on the next agenda for an update.

Cllr. Leeds reported that Superdrug are happy for the projection to be from the first floor of their building if this project goes ahead.

4.14 Police/Security:- The Clerk reported that she has not had the opportunity to liaise with the Police and this matter will be placed on the next agenda for an update. VEO security have kindly agreed to be available throughout the day on Saturday 1st December.

4.15 Sleigh Refurbishment:- This matter will be placed on the next agenda for an update.

4.16 Advertising Boards:- The Clerk will arrange to have the new dates delivered. Dave Roberts will let the Clerk have the details of what is needed.

Banners:- The Clerk will check the condition of the banners and this matter will be placed on the next agenda for an update.

Leaflets:- Cllr. Dickenson will send the Clerk last year's leaflet to be updated. Cllr. Dickenson will also arrange for some A1 posters for the A boards.

Boards – Church:- Cllr. Leeds reported that this matter is in hand. This matter will be placed on the next agenda for an update.

4.17 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 October at 10.30 am.

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

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Chairman

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Date