



Minutes of the AGM of Thornbury Christmas Lights Association on Monday 3rd April 7.30pm 2017 at The Swan Function room, High Street, Thornbury

1. Apologies

Brian Lowrie, Sandi and Ralph Shalcross, Sally and Emma Higgins, Rex Davies, Jan Trott, Bob Griffin.

2. Attendees

Paul Morrish, Tony Wilcock, Joan and Brian Roberts, Margaret and Adrian Savery, Chris and Lorraine Saich, David Ridge, Mike and Kath Wiltshire, Andrew Owen, Angela Ashton, Terry Ray, Fred Macey.

3. Approval of AGM minutes of 11th April 2016/ Minutes 30th Jan 2017

Minutes were proposed by Paul Morrish and seconded by Brian Roberts and accepted as a true record.

4. Chairman's Report

First of all I would like to share our condolences with Sandra on the tragic death of Matthew. Gill and I attended the cremation on 30th March at Westerley, on behalf of TCLA.

As you all know, Matthew stepped in and helped us to arrange our Premises Licence for the Switch-on etc. Sandra has kindly said she will take over as premises Licence holder.

Thank you everyone for your hard work, work in what was a trying season, especially for Gill and Angela with some help from me to sort out the Premises Licence without which we would not have had a Switch-on. We got there in the end.

Looking back through my notes of the last 10 years, whatever I have said that this was the best ever, guess what, so was this!

We have at last got the ratio more or less correct between preparation and actual fitting. Using the individual boxes with the picture cards in makes it much easier to get the units in the right place at the right time. There was certainly less cursing and frustration this year!

We had a problem on The Plain with three empty premises in a row.

Some of the Commercial premises are now keeping their lights on 24/7 as the cost is minimal, where this is the practice we are plugging in direct after switch-on.

The Switch-on went smoothly although some people did not notice the Town crier go down the street and missed the ceremony. We had two Christmas Trees donated by RMB Landscapes, Costa Coffee kindly made a donation towards the tree at their premises which we passed directly to the Sonny Dayman Meningitis Trust for Children.

I am not going into details about logistics etc. that will be the subject of the wash-up meeting.

Once again thank you everyone. I have only heard very positive comments from the public, which is what we need to obtain any grant subs. We had a very useful contribution from the Town Council which will go towards our Insurance and our VAT bill. We need to go to South Glos for large grants again as we did not claim in 2016.

I would like to thank everyone who contributed to the display in whatever way, and the Chamber of commerce and businesses for allowing us to traipse through their premises.

Thank you all.

Brian Roberts, Chairman

5. Treasurer's Report

A copy of the March Statement and the Annual Summary for 2016/17 are attached.

We started the year with approximately £18.6k, in a similar position to last year.

Income

During the year we received £65 in Membership renewals, including one Lifetime Membership. From Mr & Mrs Lane.

There were a number of Donations, including, £50 from Specsavers, (which was for lights that we supplied them), £170.07 from the Swan collected at their Quiz Nights, £200 from the Oldbury Private Charity Fund, £100 from

Thornbury Magazine, £20 from Deep Blue, £25 from R G Bennett, £250 from the Lions Club, £10 from Helen Giles and two anonymous donations of £10 each.

Street collections were down on last year at £229.11

Collecting Boxes were up on last year at £867.18, but that includes some carry over from the end of last year.

Thanks again to Mike and Kath for the work they put in, gathering, counting the contents and reissuing the boxes. Because of our relatively healthy position, we made no claim on South Glos for any Grants, but the Town Council again generously donated £2000, which is not shown on this year's accounts as they are paying the cheque out in April.

NatWest donated £3.38 in the form of interest on our Business account and I have listed another £130 as 'Other' for Switch on Night Trader Fees and a refund from Park Insurance, £110 and £20 respectively.

Expenditure

We spent £6807.80 on Equipment, £708.42 on Expenses, £1206.75 on Insurance, although they did refund us £20. Again, thanks to Sandra in the Swan, we paid no Room Hire.

We donated another £253.15 to the Armstrong Hall from the Switch-on Night Collection.

This leaves us with a Balance of approximately £11.8k at the end of this Financial year. We owe the Town Council £3090 and with our Contingency Fund at £3000 our adjusted balance is approximately £5.7k.

I haven't received a Bank Statement for March yet, and there is at least one cheque in the ether, so I can't verify the exact figures, but after burning the midnight oil over the last few nights, I can see we're in the right ball park.

Because of the date of the AGM the Auditor has not had a chance to get his hands on the accounts yet either.

Fred Macey, Treasurer

6. Correspondence

Letter Town Council- invite to Mayor's charity afternoon tea party 20th May.

GD apologized letters of thanks had not been sent, would tie in to promotion of new season.

7. Election of Chairman

Brian Roberts, proposed by Paul Morrish, seconded by Tony Wilcock, all in favour.

8. Election of other officers of TCLA

Proposed en-bloc by Paul Morrish, seconded by Tony Wilcock, and all were in favour.

Vice Chair:Rex Davies

Treasurer:Fred Macey

Secretary:Gill Dunkley

Publicity Officer:Sally Higgins

Membership secretary:Terry Ray

Others as required....

9. Setting of 'Membership' Fees

Agreed membership fees should remain unchanged. 6 Annual, 4 lapsed, 55 families are Life members and 4 Honorary.

10. Election of Honorary Members

Sandra Davies and Russel Camp proposed by Terry Ray, seconded by Gill Dunkley and all were in favour.

11. Switch-on 2017 date

Tuesday 21st November

12. Switch-on Charity...

Sally has publicised request for applications on *My Thornbury*, in the Magazine etc and asked for responses by 15th July. Decision should be able to be made at next meeting.

13. Date of next TCLA meeting....

July 24th, the Swan High Street 7:30pm.

Proposed meeting dates for the coming season: all Mondays, 18th September, 16th October, 13th November, 29th January 2018, AGM 2018-April 2nd. **ACTION: ALL**

14. AOB

Proposed schedule

Construction review required.

ACTION:Lights Sub Committee

Work schedule 2017/18

Proposed attached.

Carnival

Agreed we should have a stall July 1st, GD to book carnival stall(My Thornbury site). Helpers to be confirmed nearer the date, but Gill, Rex, Lorraine, Margaret and Joan core team. Advertise and promote 'us'. **ACTION:ALL**

Ladders

Apply to Magnox.

ACTION: BR/FM

Premises Licence

We have the 'vehicle' that can be used for events... brief discussion on the possibility that given the food fayres are no longer happening, whether there would be the possibility to in due course re-invent the 'Mop Fair' or something similar....would need involvement of multiple groups...would need a flyer to be sent out to all groups to canvas interest/My Thornbury etc. **ACTION:All**

Thornbury Christmas Lights Association March 2017

Current Account Income		
Transaction	Credit No.	Amount
Collecting Box - Hawkins	152	33.62
Refund - Park Insurance Services	152	20.00
Totals		53.62
Current Account Expenditure		
Transaction	Cheque	Amount
No transactions this period		0.00
Totals		0.00
Current Account Carried Forward		1,634.18
Income		53.62
Expenditure		0.00
Total - Checked correct on statement		1,687.80
Reserve Account Income		
Transaction	Credit No.	Amount
No transactions this period		0.00
Totals		0.00
Reserve Account Expenditure		
Transaction	Cheque	Amount
No transactions this period		0.00
Totals		£0.00
Reserve Account Carried Forward		10,144.62
Income		0.00
Expenditure		0.00
Total - Checked correct on statement		10,144.62
Current, Reserve Accounts & Cash in Hand Total		
Current Account		1,687.80
Reserve Account		10,144.62
Cash in Hand		
Totals		11,832.42
Contingency for Continued Operation		3,000.00
Committed Funds		3,090.00
Adjusted Balance		5,742.42

Financial Summary 2016/17

			2015/6
Current Account B/F		8,527.56	£5,828.22
Reserve Account B/F		10,121.24	£13,137.17
TOTAL B/F		18,648.80	£18,965.39
INCOME			
Memberships	Lifetime	40.00	
	Annual	25.00	
	Total	65.00	£115.00
Donations	Individuals	55.00	
	Businesses	340.07	
	Groups	450.00	
	Bequests	0.00	
	Total	845.07	£1,090.00
Street Collections		229.11	£326.99
Collecting Boxes		867.18	£459.95
Grants	S Glos		
	TTC		
	HRA		
	NHB		
	Total	0.00	£6,632.70
Other Income		130.00	
	Recycling	0.00	
	Interest	3.38	£4.19
	Total	3.38	
Total Income		2,139.74	£8,628.83
EXPENDITURE			
Equipment		6,807.80	£7,672.75
Expenses		708.42	£268.00
Insurance		1,206.75	£829.36
Room Hire		0.00	£0.00
Donations to Other		253.15	£155.19
		0.00	
Total Expenditure		8,976.12	£8,925.30
BALANCE		11,812.42	
Current Account		1,689.23	
Reserve Account		10,144.62	
Contingency Fund		3,000.00	
Committed Funds		3,090.00	
ADJUSTED BALANCE		5,722.42	

PROPOSED THORNBURY CHRISTMAS LIGHTS ASSOCIATION WORK SCHEDULE 2017-18

WORKING SUNDAYS:

24TH SEPTEMBER	Barn Based (Wheatsheaf) – testing	9.30-12.30
1ST October	Street Fitting	8.00 start at yard
8TH OCTOBER	Street Fitting	8.00 start at yard
15TH OCTOBER	Street Fitting	8.00 start at yard
22ND OCTOBER	Street Fitting	8.00 start at yard
29TH OCTOBER	Street Fitting	8.00 start at yard
5TH NOVEMBER	Street Fitting + HOIST	8.00 start at yard
12TH NOVEMBER *	Street Fitting + HOIST	8.00 start at yard
19TH NOVEMBER	Street Fitting + HOIST /TREE	8.00 start at yard
TUESDAY 21ST NOVEMBER SWITCH-ON 7PM		
REMOVAL OF LIGHTS		
6TH JANUARY	SWITCH-OFF	
14TH JANUARY	REMOVE DISPLAYS/HOIST	8.00AM START
21ST JANUARY	RESERVE DAY FOR REMOVAL IF NECESSARY/HOIST	8.00AM START
*NB. THIS WILL BE REMEMBRANCE SUNDAY		
E-MAIL OLDMALHOUSE@BTCONNECT.COM FOR MORE INFO.		