



## Minutes of the AGM of Thornbury Christmas Lights Association on Monday 9TH April 7.30pm 2018 at The Swan Function room, High Street, Thornbury

### 1. Apologies

Angela Ashton, Emma Higgins, Paul Morrish, Bob Griffin.

### 2. Attendees

Adrian and Maragaret Savery, Chris and Lorraine Saich, David Ridge, John Francis, Rex Davis, Bob Brommage, John Richings, Brian and Joan Roberts, Terry Ray, Sally Higgins, Mike and Kath Wiltshire, Gill Dunkley, Fred Macey.

### 3. Approval of AGM minutes of 3rd April 2017 / Minutes 29<sup>th</sup> Jan 2018

Minutes were unanimously approved.

### 4. Chairman's Report

Twenty seventeen was another tremendous year for the Christmas lights displays, with still more displays achieved and thanks to the improved systems which we put in place, as well as additional volunteers was completed in record time.

Sally and the TCLA preparations team have made a computer spreadsheet of all units as erected together with their condition and estimated maintenance and replacement costings so that we have the basis of a budget to work to.

Chris and John have spent many hours in the loft of the Barn at the Wheat sheaf sorting out 20yrs. of detritus. Everything is now boxed, crated and labelled and entered on the stock list.

As usual Gill has been busy dealing with ever mounting demands from the council etc. I think the documents are now going into a second file. Just as you think you have the system cracked they hit you with another demand.

Angela did a sterling job organizing the entertainment and charity stalls for the Switch- on event.

There were no real problems with street closure even the buses cooperated.

Margaret dealt with an increasing demand coffee, tea and biscuits.

The weather played its part this year apart from the Switch on night when it started to rain as the last of the bands was playing.

Thank you to everyone who took part and those` who lent us their premises and donated the electricity provide the display.

We continued the tradition of two trees, thanks to the generosity of RMB Landscapes and Trees 'R' Us, we appreciate their provision.

We know we have a hard act to follow, but it seems to be expected to come round like Christmas! We still have some technical issues to sort, but they should be achievable. We are keeping a watch on premises for change of ownership/refurbishment and generally have a good response to our requests for power connections etc.

It is a shame that there is not a cup for best display because Thornbury deserves it.

Brian Roberts, Chairman

### 5. Treasurer's Report

Statement attached.

Our opening balance was nearly £12k, with just over £10k in the Reserve Account and £1.7k in our Current account.

#### Income

During the year we received £40 in Membership fees, which is down on last years renewals.

There were a number of Donations, including , £500 from Specsavers, (which we later had to refund, as they had made a mistake, but I've had to include it as it shows on the statements), £224 from the Swan collected at their Quiz Nights, £100 from Thornbury Magazine, , £25 from our regular donor, R G Bennett, £200 from the Thornbury Chamber of Commerce, £50 from Liz

Slocombe, (can I also say a big thank you to Liz who helped us out of a hole, we were in with the bank). and an anonymous donation of £10, via Alan Light.

Street collections were down on last year at £274.62, a slight increase on last year, not including the £194.62 switch on night street collection paid in directly by Terry Ray and forwarded on to the Air Ambulance.

Collecting Boxes were almost £900 to the end of March, (but that doesn't include almost £400 I paid in this week).

Thanks again to Mike and Kath for the work they put in, gathering, counting the contents and reissuing the boxes.

The Town Council again generously donated £2000, which was from the previous year's funding. I have had a letter from them to say we will be receiving £2000 this month from last years funding. A big thank you to them.

We received £2.16 in interest, but that will increase slightly when the next set of Reserve accounts statements come in, as they run over the year.

Stall fees and the switch on night draw, £190 and £5, respectively, account for the misc income.

### **Expenditure**

We spent £3424.27 on Equipment, £736.48 on Expenses, £1227.20 on Insurance. Again, thanks to Sandra in the Swan, we paid no Room Hire.

As I mentioned before we donated £194.62 to the Air Ambulance from the Switch-on Night Collection.

This leaves us with a Balance of approximately £10.3k at the end of this Financial year. We agreed to increase our Contingency Fund to £5000, so our adjusted balance is approximately £5.3k.

Due to an inadvertent overdraft Natwest charged us a £20 fee but they have now refunded it as a goodwill gesture.

Fred Macey, Treasurer

It was noted that we need to formalise the acceptance of 'additional traders' on Switch-on night'

## **6. Correspondence**

None.

## **7. Election of Chairman**

Brian Roberts, proposed Terry Ray, seconded by Fred Macey, all agreed.

## **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....proposed David Ridge, seconded Chris Saich, all agreed.

## **9. Setting of 'Membership' Fees**

Proposal for 4 classes of membership of TCLA

### **1) Active Members of TCLA.**

It is proposed that all volunteers who contribute to the business of TCLA in administration, design, construction or rigging of the lighting sets are granted full membership of TCLA without incurring any annual fees.

Such members shall be known as "active members" of TCLA . This status shall not be changed even though they may become too old for physical effort.

Members of associated charitable organisations do work together with active members of TCLA under conditions set out by their parent organisation. Such individuals may also become active TCLA members if they so wish.

### **2) Members of TCLA.**

Those who wish to support TCLA but are not able to offer physical support may join as members for an annual fee (currently £5). All those at the same address as that member shall also be granted membership of the association.

### **3) Life Members of TCLA**

Individuals not able to offer physical support may join as lifetime members for a one-off fee (currently set at £20.) All those at the same address as the life member shall also be granted life membership of the association.

### **4) Honorary Members of TCLA.**

Individuals who have made a significant contribution to the work of the Association may be nominated for "Honorary Membership" which is granted by a simple majority in a vote taken at the Association's AGM.

Rationale.

Quite rightly, those working on TCLA tasks feel that it is unfair that they should pay for the privilege.

The sum brought in by the membership fees is currently £40 a year, we can manage without this, as well as the hassle of fee collection, receipt and membership cards.

This change will cover all those working on site on the Street or in the yard with no fees being required, their names and addresses must be entered on the Excel membership list which is updated regularly. New volunteers must be identified and entered on the membership list manually and the computer list updated as soon as new members are noted, this will maintain the integrity of the insurance cover.

The Rotary volunteers work on TCLA projects with the authority of their parent organisation governing their conditions and insurance. If Rotary members wish to become active members of TCLA (perhaps to benefit from our insurance) then a route should be available to them.

No changes in regs are proposed for 2) Member of TCLA, or 4) Honorary Membership of TCLA.

The extra work will be to check that all those working on any Sunday are on the membership list, or a member of Rotary, a paper list of the current membership can be available so new faces can be checked and entered on the list.

Recruitment of new paid members or life members to be as now; individuals who may be new "active" members to give their details and be put on email list and informed when the working Sunday dates are known, at first attendance they will become active members.

All 4 classes of membership to be invited to all the TCLA meetings and have 1 vote each if a vote be taken.

A register of working members is kept during the working season (for insurance purposes) and this would essentially constitute the 'active membership'. Terry proposed this new categorisation, seconded by Gill Dunkley and was unanimously approved.

## **10. Election of Honorary Members**

TR proposed Brian Roberts and Gill Dunkley, Adrian Savery seconded, all approved.

## **11. Switch-on 2018 date**

Tuesday, 20th November

Proposal for 12.00 pm daily switch-on.

- I. It is acknowledged that the High Street and Castle Street look fantastic after the Christmas lights come on in the evenings.
- II. It is proposed that we seek permission from the business and residential premises to set the timers so the lights come on just after noon.
- III. In December/ January we often experience very murky days with low clouds, a very overcast sky and low light levels.
- IV. On many days this will be a big bonus to the atmosphere on the Street and attract even more people to the town if the lights are on in the afternoon, we hear of people driving up and down

the High street in the evenings just to admire the lights, if they were on in the afternoon then they might get out of their cars, walk around, and even buy a few things locally.

- V. Big cities and towns always have their lights on practically all day; can you imagine Oxford Street at Christmas with the lights coming on at 4.00pm?
- VI. The extra cost of the power will be negligible, Paul can calculate it, but it will probably be less than a £2 extra for the whole season.
- VII. Lastly, setting the timers to **come on at 12 and go off at 1am** will also be nice and easy - even for the ham-fisted like me! Please note the 1am finish is to account for the return to a festive Thornbury after Christmas parties and to ensure New Year Revellers see a bright and festive New Year!

It was unanimously agreed that this would be the normal timings and consent forms would be amended accordingly. Obviously, there would be the option for those who wish to, to operate up to 24 hrs per day!

**12. Switch-on Charity...**

SH will put an appeal in Magazine, Press, BS35, Thornbury Voice. **ACTION:SH**

**13. Date of Next Meeting**

Next scheduled, 16<sup>th</sup> July, 17<sup>th</sup> September, 15<sup>th</sup> October, 12<sup>th</sup> November.

AGM 2019, April TBA .

**ACTION: ALL**

**14. AOB**

Sunday 29<sup>th</sup> April help required for removal of Sofa from Barn 10am. JF/RD/CS/BR  
2 Boxes returned...misunderstanding!...1 still missing.

Constitution: need to amend and update, to be circulated and ratified at another meeting.

**ACTION:GD**

**All were thanked for their attendance.**

**Thornbury Christmas Lights Association  
Financial Summary for 2017/18**

2016/7

Current Account B/F				1,722.85	
Reserve Account B/F				10,144.62	
TOTAL B/F				11,867.47	
 <b>INCOME</b>					
Memberships					
	Annual	40.00			
	Lifetime	0.00			
	Total		40.00		115.00
Donations					
	Individuals	85.00			55.00
	Businesses	724.00			340.07
	Groups	300.00			450.00
	Bequests	0.00			0.00
	Total		1,109.00		1,090.00
Street Collections		274.62			229.11.
Collecting Boxes		887.49			459.95
	Total		1,162.11		
Grants					
S Glos					
TTC		2,000.00			
HRA					
NHB					
	Total		2,000.00		
Other Income					
	Misc	195.00			
	Recycling	0.00			
	Interest	2.16			
	Total		197.16		
Total Income				4,508.27	8,628.83
 <b>EXPENDITURE</b>					
	Equipment	3,424.27			7,672.75
	Expenses	736.48			268.00
	Insurance	1,227.20			829.36
	Room Hire	0.00			0.00
	Donations to	194.62			155.19
	Misc	500.00			0.00
Total Expenditure				6,082.57	8,925.30
 <b>BALANCE</b>					
Current Account				2,146.39	
Reserve Account				8,146.78	
Contingency Fund				5,000.00	
Committed Funds					
 <b>ADJUSTED</b>					
BALANCE				5,293.17	