



Please join us for the AGM of Thornbury Christmas Lights Association on Monday 3<sup>rd</sup> April 7.30pm 2017 at The Swan Function room, High Street, Thornbury

1. Apologies
2. Attendees
3. Approval of AGM minutes of 11<sup>th</sup> April 2016
4. Chairman's Report
5. Treasurer's Report
6. Correspondence
7. Election of Chairman
8. Election of other officers of TCLA
9. Setting of 'Membership' Fees
10. Election of Honorary Members
11. Switch-on 2017 date
12. Switch-on Charity
13. Date of next TCLA meeting
14. AOB

A copy of the minutes from 30<sup>th</sup> January 2017 are enclosed. If you have an e-mail address, all minutes and notices can be sent to you this way, to help reduce our postage costs...

Please contact Gill Dunkley at [oldmalthouse@btconnect.com](mailto:oldmalthouse@btconnect.com)



Meeting of Thornbury Christmas Lights Association on Monday 30<sup>th</sup> January 7.30pm 2017 at The Swan Function room, High Street,

1. Apologies: Bob Griffin, Sally Higgins, Chris and Lorraine Saich, Brian Lowrie, Dick Haskins, Mike and Kath Wiltshire.
2. Attendees :Rex Davis, Paul Morrish, Angela Ashton, Tony Wilcock, David Ridge, Joan Roberts, Terry Ray, Adrian and Margaret Savery, Brian Roberts, Fred Macey, Gill Dunkley.
3. Minutes of 14<sup>th</sup> November were accepted as a true record.
4. Matters arising would be covered under agenda items.
5. CHAIRMANS INITIAL REPORT 30.01.2017

Thank you every one for your hard work in what was a very 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 ten years ,or 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 quite 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 RBM. 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.

Brian Roberts Chairman

## 6. Finance

### a. Finance Report, as attached.

There had been a miss entry previously, related to insurance, this has now been resolved.

### b. Fund-raising/grants

TTC grant application had been made, and £1700 would be paid in due course.

Coop are looking for local causes to support, individuals to nominate 'a cause', likewise the Tesco scheme.

ACTION:FM/BR

No application would be made to South Glos Council re a 'small grant', it was felt that we had received NHB monies and these needed to be fully spent first.

Investigate application to Magnox Socio-economic fund for set of Ladders(October?).

ACTION:BR/FM

## 7. Correspondence

The Premises Licence has been received. It was regrettable that the Premises Licence was not received prior to the Event. South Glos Licensing and Trading Standards had expressed their intent to attend Switch-on with a view to supporting the Police in their action relating to the Hawkers. Unfortunately this did not happen.

Letters of thanks to be sent to usual people. (Litterbusters, Rotary, Council, Sally Conway, Police, Wheatsheaf, Balper, Dan Budd(ukulele), Thornbury gospel Choir ,RMB etc.)

ACTION:GD

## 8. Lights Sub-Committee 2015/16

### a. Schedule

Schedule worked well, on target.

### b. Fittings/equipment

Fitting Tanners Court, discussion with owners required, on-going  
Another set of ladders -3 part(fibre glass?) required.

ACTION:AS

ACTION:BR/AS

### c. Teams as usual,

### d. Hoist worked well

## 9. Switch-on Sub-Committee, 2016/17 - Switch-on Tuesday 21st November 2017

### a. Event

Brian spoke to Albert...formal agreement **letter had been signed.**

Premises licence now in hand, all recording material produced,

- Stewarding all read documents/signed etc. worked well.Thank you to all. First for Dave, he got to see Switch-on!
- Police , brought cadets, superb support from them, dealt with the hawkers etc.
- Rotary, thank you to them for working with us on the alcohol training requirements, especially Brian. All followed the appropriate procedure and we did have a refusal noted! They did an excellent job.
- Noise recording, thank you to Lisa Barley - walked up and down, no issues(used phone app)
- No child incidents

Switch-on.

- Number of people **assumed** switch-on taking place where it has in the past....slow to move down to Castle street and some missed it. Perhaps need to 'move through' people with switch-on party and 'collect them' (pied piper!) to take them down to the Switch-on.
- Persons in Switch-on party do need to keep to the agreed timetable. Thank you to all involved.
- Excellent entertainment/support from Balper.

#### Stalls

- 2 pulled out due to public liability insurance issues. All happy and Baptist church sold out!
- Lighting...no time/manpower to construct tower, so had to make do.

Radios not so good due to general noise level....need to use ear pieces.

New tabards, need to add wording on rear 'TCLA'

ACTION:FM

Litterbusters, great job and all rubbish collected by SG

Power supply used from BONDS, also 'Control room'.

Only one sign needed for Car Park. Having own steward on car park was useful.

Hawkers, usual problems, we escorted them off 'our premises'! Phonecalls in the morning too.

Suggestion from Mike Dunkley, play them at their own game....purchase some ourselves and 'give the away' (at cost?)....take their market?....put them off coming again!

COSTA delivery lorry arrived mid-flow....said no to access!

Alberts last vehicle left at 12:30am! Thank you to TTC staff for waiting as the road signs remained in situ until he was gone. GD/RD stayed until he left too.

Look at using spare barriers to make a chicane at approach to Owens Corner?

Use remotes closeby switch-on, Look at timers (digital/manual?). Dummy run with remotes Friday before.

Anticipate dedicated supply at Nat West May/June

ACTION BR/AS

No 10 Castle Street want lights!

Castle Street, West side, need to simplify/split power? Discussion with neighbours

ACTION:AA/TW/BR/RD/AS

#### b. Charity

Armstrong Hall Redevelopment Fund- £153.15 collected at Switch-on, and this together with £500 from Albert Rogers was handed over. Gazette did not publish photo of handover. Thanks to all involved.

#### c. Date of sub-committee meeting as necessary.

#### 10. Membership

88 Family/ Life Members

4 Honorary

6 Annual / 4 lapsed.

Proposed that Sandra Davies and Russell be made Honorary members

#### 11. Events

This year 21<sup>st</sup> November. Need to publicise that we need applicants for being this year's charity., local charity/local benefit, need provide collectors, suggest and arrange a celebrity for switch-on. ACTION:SH

Possible local celebs? Jenson Button - cars (Yeovil), Joel Dommett-actor/comedian (London but from Rockhampton), Laura Bechtolsheimer, olympic horse rider(Gloucestershire)

#### 12. Publicity

139 posters out.

Made in Bristol did attend. Coverage in Gazette. Adam, Manager at Armstrong Hall had taken photos.

#### 13. Dates of next TCLA meetings will be

AGM , April 3rd 2017 at The Swan 7.30pm

#### 14. AOB

Thank you to all!

## TCLA Statement income/Expenditure December 2016

23/12/16	Membership - J Spencer	148	5.00
23/12/16	Donation - Lions Club	148	250.00
23/12/16	Switch-on night Trader Fees	148	105.00
24/12/16	Switch-on night Trader Fees	149	5.00
24/12/16	Collecting Boxes - see Mike's list	149	84.17
	<b>Totals</b>		449.17
	<b>Current Account Expenditure</b>		
	<b>Transaction</b>	<b>Cheque</b>	<b>Amount</b>
05/12/16	Armstrong Hall - Bucket Collection	206	153.15
14/12/16	Fred Macey - To Xposure for Control Banner	207	25.00
	<b>Totals</b>		178.15
	<b>Current Account Carried Forward</b>		2,799.27
	<b>Income</b>		449.17
	<b>Expenditure</b>		178.15
	<b>Total - Checked correct on statement</b>		3,070.29
	<b>Reserve Account Income</b>		
	<b>Transaction</b>	<b>Credit No.</b>	<b>Amount</b>
	No transctions this period		0.00
	<b>Totals</b>		0.00
	<b>Reserve Account Expenditure</b>		
	<b>Transaction</b>	<b>Cheque</b>	<b>Amount</b>
	No transactions this period		0.00
	<b>Totals</b>		£0.00
	<b>Reserve Account Carried Forward</b>		10,144.35
	<b>Income</b>		0.00
	<b>Expenditure</b>		0.00
	<b>Total - Checked correct on statement</b>		10,144.35
	<b>Current, Reserve Accounts &amp; Cash in Hand Total</b>		
	<b>Current Account</b>		3,070.29
	<b>Reserve Account</b>		10,144.35
	<b>Cash in Hand</b>		
	<b>Totals</b>		13,214.64

### Contingency for Continued Operation

Committed Funds

Adjusted Balance

13,214.64