

ALVECHURCH PARISH COUNCIL
GROUND FLOOR, 1A, GEORGE ROAD, ALVECHURCH, B48 7PB
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Clerk – Tammy Williams

MINUTES OF THE MEETING OF THE
CHRISTMAS ARRANGEMENTS WORKING PARTY

HELD ON MONDAY 19th APRIL 2018 AT 1 PM

AT ALVECHURCH PARISH COUNCIL OFFICE, GEORGE ROAD,

ALVECHURCH, B48 7PB

Present: Councillors S Lambert (Chairman), A Humphries, N Wise
In attendance: Tammy Williams (Clerk), Wendy Carney (Assistant Clerk),
Cheryl Welsh Bromsgrove Centres Manager, North Worcestershire Economic
Development and Regeneration

1. Apologies for absence: None

It was noted at this point that Cllr A Willetts had asked to resign from this Committee and that the matter would need to be brought up at the main APC meeting in May to ensure that the Committee had enough Cllrs to form a quorum in case of absence.

The Chairman thanked everyone for coming.

2. Declarations of Interest: None

3. To consider Committee membership This was dealt with after minute 1 above

4. To consider and review the 2017 event:

a. All agreed that the event went well and that that the road closure as a Health and Safety aspect an appropriate measure. It was also agreed that The Lounge and Gin and Pickles being open together was an excellent idea.

b. It was noted that a few things need to be improved before the next event.

.i Sound system – it was noted that the sound did not carry towards the back of the event and it was thought that this needed to either be of a higher wattage or the position moved to a better spot. Cheryl Welsh was asked if she knew of somewhere we could hire/borrow one for this year's event. It was suggested that we speak to the Artrix in Bromsgrove about hiring theirs. Even if the sound system is moved to a different site a check should be made prior to the event to ensure that the sound carried to the whole site.

.ii Lighting – it was noted that the Choir were having problems with being able to see their music sheets and had asked the Lengthsman if he could leave his headlights on so assist, which he did but then there was a problem with event goers walking in front of the vehicle. It was suggested that perhaps this year the choir could wear head torches.

Action point: Cllr Lambert it to liaise with the Choir.

5. To consider date and arrangements for light switch on 2018

a. Father Christmas – it was suggested that perhaps this year we could ask a local resident to be a Father Christmas and perhaps have a breakfast or afternoon tea with Santa event, possibly with a Gazebo with lights.

b. Finding Santa and his Reindeer - It was noted that although plenty of forms were used there had not been many entrants.

It was felt that the actual prizes needed to be promoted more beforehand to encourage entrants.

Entrant forms – a note of where each reindeer is located should be kept at the office and the forms should be altered to say that the Reindeer/Santa could be either in the shops or in their windows. Cheryl suggested that a photo of the reindeer at various places could be placed on Facebook with a comment giving hints as to where they are such as 'Rudolph is enjoying tea at the Lounge'

c. Best Dressed Window

It was agreed that this had gone down well and should be promoted this year with perhaps a plaque as an annual prize.

d. Date and time of 2018 event.

Comments had been received stating that the event was too early for those at work, it was noted that this was thought to be the best time in order for the shops to remain open later, it was therefore felt that a Saturday would be the best day for the event to take place this year and it was suggested that Saturday 24th November would be the preferred date at the same time 5.30 pm, The Lounge would need to be contacted to see whether they would open

e. Further Considerations for the 2018 Event.

i. **Flowers** for the event celebrity and a present for the lighting engineer

ii. **Motifs** for lamppost – it was felt that some needed refurbishment or replacement so need to be looked at (check funds). It was noted that Barnt Green had asked the children to design new motifs - action point **Clerk/AClerk** to ask the Barnt Green Clerk.

iii. **Fundraising** – Could the Bernard Piggott Trust be contacted to perhaps help with a donations and permissions for lights around the Square and whether they would be happy for craft stalls etc to be there.

It was suggested that the Guides may help

Other suggestions for this year

A themed event?

Could it be tied in with the Alvechurch Village Society 50th anniversary?

Businesses need to be contacted to see if they are happy to continue with Santa and window dressing competitions - establish the reasons why they may not wish to be involved - approach for donations.

Christmas tree, it was agreed that Singletons supply and removal services had been excellent for the past two years.

Involve the local pubs – a pop up bar was suggested but it was agreed that that would be competition to local establishments and the whole idea is to promote the local business use.

Cafe Morso – live music?

The Lounge – arrangements for the children were excellent though perhaps this year they could also consider the adults

Amateur Dramatics – could they be included in the service this would also help with promoting their performances – Victorian theme?

Face painting – we have a villager who does face painting

Santa – presents to hand out (sweets)

Action point summary:

The Choir	Cllr Lambert to liaise with the Community choir
The Lounge	Check the dates are suitable - Clerk, A/Clerk
Father Christmas	Check with local resident - Clerk/A Clerk
Bernard Piggott Trust	Obtain permissions and ask about the lighting up of the Square - and funding – Clerk/A Clerk
Local Businesses	Visit and find out their views on last year and thoughts for this 2018 - Councillors
Lighting motifs	Clerk to look into refurbishment/replacement and to check funding
Artrix Bromsgrove	Approach for possible loan/hire of their PA system – Clerk/A Clerk
Residents	Gauge local thoughts on last year's event and thoughts for this year – Clerk/A Clerk through Facebook
Presents for	Guest presenters and lighting engineer
Joanne Malin	Cllr Humphries to approach Ms Malin to attend this year
The next meeting was provisionally arranged for Wednesday 22 nd June at 1pm	
This meeting ended at 2pm	

Signed.....
Chairman