



## AYLSHAM COMMUNITY EVENTS COMMITTEE

MINUTES OF THE MEETING OF THE  
AYLSHAM COMMUNITY EVENTS COMMITTEE  
HELD IN THE COUNCIL CHAMBER, TOWN HALL  
ON WEDNESDAY 20<sup>TH</sup> NOVEMBER 2024 at  
7:00pm

### PRESENT:

Joan Bennett	-	Councillor
Cheryl Bould	-	Councillor
David Anderson	-	Councillor
Giles Margaron	-	Town resident
Donna Butcher	-	Aylsham Town Council Events & Administration Officer

#### 1. WELCOME INTRODUCTIONS & APOLOGIES

In the absence of the Chairman, it was agreed that Cheryl Bould would chair the meeting.

Apologies received from Richie Barnett and Patrick Prekopp.

#### 2. TO RECEIVE MEMBER'S DECLARATIONS OF INTEREST IN AGENDA ITEMS

None received.

#### 3. TO CONFIRM MINUTES OF MEETING HELD ON 18<sup>TH</sup> SEPTEMBER 2024

The minutes of the meeting held on 18<sup>TH</sup> September 2024, as previously circulated were then confirmed and signed.

#### 4. INFORMATION ON MATTERS ARISING

Cheryl Bould informed the committee that the organising of the Healthy Towns events was to be taken over by the local surgeries. TBC with Kay Montandon.

#### 5. TO ADJOURN THE MEETING TO ALLOW MEMBERS OF THE PUBLIC TO SPEAK

None present.

- 6. TO DISCUSS FINAL PLANS FOR CHRISTMAS LIGHTS NIGHT**  
Donna Butcher informed the committee that all plans were finalised for the evening, except for informing volunteers of their roles on the night. Due to the lack of committee members present Cheryl agreed to be in Santa's Grotto and Joan would be in the kitchen. Both agreed to arrive at 4pm.
- 7. TO DISCUSS PLANS FOR CHRISTMAS CRAFT FAIR.**  
Cover was agreed for the kitchen. Joan to arrive at 9.30am. Donna will be in the hall to set up from 8am and will leave at 12pm.
- 8. TO RECEIVE AN UPDATE ON THE PRICE INCREASE FOR TOWN HALL HIRE**  
It was agreed that this matter needs to be go on the Town Council agenda to be discussed. Cheryl to discuss with Fiona and put forward to the Clerk.
- 9. TO DISCUSS PLANS TO ENLIST MORE COMMITTEE MEMBERS**  
Giles to mention in his introduction at Christmas lights switch on. Donna to produce a flyer to be available at the kitchen hatch and grotto at Christmas lights. Advertise on social media in the new year. A member from the Aylsham Business Consortium to be invited to join the committee.
- 10. TO RECEIVE THE BALANCE OF ACCOUNTS INCLUDING RESERVES**  
The council have requested the reserve balances for all accounts for the next Town Council meeting.
- 11. TO AGREE DATE OF NEXT MEETING**  
The next meeting will be a Christmas lights 'wash up' meeting to be held on Wednesday 18<sup>th</sup> December at 7pm in the Black Boys. The next full committee meeting will be held on Wednesday 19 February at 7pm in the Council Chamber.
- 12. CLOSURE OF THE MEETING**  
There being no further business, the Chairman closed the meeting at 7:45pm