



Chairman: Brian Roberts, Croome Cottage, Hill, Glos. GL13 9EA 01454 260330
Secretary: Gillian D Dunkley, 'The Old Malthouse', Upper Morton, Thornbury. BS35 1LH Tel 01454 281801

You are invited to the AGM of Thornbury Christmas Lights Association on Monday, 4th April 2011 , 7.30pm at The Chantry.

1. **Apologies:**
2. **Attendees:**
3. **Approval of AGM minutes of 25th March 2010**
4. **Chairman's Report**
5. **Treasurer's report**
6. **Correspondence**
7. **Election of Chairman**
8. **Election of other officers of TCLA , as outlined below.**
9. **Setting of 'Membership' fees**
10. **Date of next TCLA meeting**
11. **Dates of next Sub-committee meetings**
12. **AOB**

TCLA Officers:

Chairman (Chair TCLA meetings, coordination of all TCLA activities)

Vice Chairman (deputise above)

Secretary (minutes, correspondence, lottery licence, insurance)

Treasurer (maintain financial records, appeals, grant applications, banking)

Lights Sub-Committee Chairman

Switch-on Lights sub-committee Chairman

Publicity (Posters, advertise meetings, publicity in the Press/local magazines, schools etc, talks)

Membership secretary (maintain and administer membership records, membership campaigns and events)

Enclosed is a copy of the AGM minutes from 2010. A copy of the minutes from the meeting on the 24th January 2011 is also enclosed.

If you have an e-mail address/change it, all minutes and notices can be sent to you this way, which reduces our postage costs considerably....

Please contact Gill Dunkley at oldmalthouse@btconnect.com

**Minutes of the Meeting of the Thornbury Christmas Lights Association held on 24th Jan 2011 at The Chantry,
Thornbury**

1. **Apologies:** Lesley Lees, Paul Morrish, Allan Light, Jim Footman, David Smith, Jo Press
2. **Present:** Gill Dunkley, Brian Roberts, Chris and Lorraine Saich, Kath and Mike Wiltshire, Dick Haskins, Chris Clifford, Bob Griffin, David Ridge, Tony Wilcock, Terry Ray, Fred Macey, Brian Delve, Adrian Savery, Rex Davies, Penny Skinner, Liz Slocombe.
3. **Minutes of 18 th Oct 2010 were agreed.**
4. **Matters Arising :**
 - a. **Anchor, £200 received, £200 later this week.**
 - b. **Christmas tree festival Thornbury Methodist Church, Good, Thanks to George for organising.**
 - c. **Adrian Jones Community Garden...want lights will meet the cost themselves, will come to AGM. This will be followed up.**
 - d. **Andy Gillingham has supplied disks with pictures. Suggest that projected on wall at AGM/at social event /on website. ACTION: TR/GJ**
 - e. **STALL FOOD FAYRE SAT 4th Dec, Profit of £16.65...started switch-on Competition for this year! Next one March 26th, need volunteers to man stall. ACTION:All**
5. **Chair's statement: To all TCLA members and friends**

At the end of one of the most successful seasons ever, I would like to thank everybody involved in whatever capacity for their help and input, especially our sponsors, without them we could not achieve what we do.

This year we completed the low energy lighting of Castle Street, refurbished the power station display and made good progress with the upgrade of the High Street. The new motifs at the east end of the Plain made a good statement at the entrance to the town, we probably should repeat this at the top of the High Street if funds are available.

We are working on a social get together so that we can have a nibble and a chat without the clock ticking against us.

I would especially like to thank Margaret Savery for keeping us supplied with coffee every week!

Thank you once again everybody.

Brian Roberts, chair TCLA

6. **Finance:**
 - a. **Finance Report : Balances at Dec 31st 2010,**
Cash in hand £ 0.00, Current Account £ 5842.22 , Reserve Account £ 9538.95 , TOTAL : £15381.17
Specific Commitments: £3000 contingency for annual running cost for 2011/12 season, £8,000 + bill expected for 2010/11! Commitment to on-going upgrade of High Street.
 - b. **Fund Raising , Grants and Donations : Application to South Glos for middle section is in.**
Income: Thornbury TTC, £2000 received. Appropriate thank you sent.
 - c. **New Treasurer: Fred Macey has agreed to take over this role...and presented accounts tonight! Thank you! Letter of thanks to Jim Footman and invite him to the social event. ACTION :GD**
7. **Correspondence:**
 - a. **Discount on supplies passed to RD, this company not used before.**
 - b. **'Meningitis Research' asking to be considered as the charity for switch-on night/ 'Hammer out' also wish to be considered. Switch-on Committee to look at options. Discussion re the need to have volunteers to carry collecting buckets and aim to support 'local' rather than 'national' charities.**

c.Phil Curtis, saying he is no longer in Thornbury, so will not be able to help again...but enjoyed the times he did, wished us good luck and said we do an excellent job!..Thank you sent!

8. Lights Sub-Committee: Review...Good weather!

- a. Schedule :Need more prep time in the yard...August. Switch-on will be 22nd NOV 2011
- b. Teams : Good. New recruit Andy Griffin...great help.
- c. Fittings/equipment : Thornbury Carnival wish to purchase a fitting.Need to review the consent form prior to next year as queries raised this year. Gradual upgrade to continue.
- d. Hoist usage: BNE were unavailable due to work commitments. Need to sort an alternative.MW to approach Bob King, AS to approach Mark Peachman. Need hoist and driver.
ACTION:MW/AS
- e. Thank you to Russell, Margaret
ACTION:GD

- f. Date of sub-committee: TBA Need meeting 6 weeks earlier...June/July
ACTION:ALL

9. Internal connections:As Bob out of action Derrick Rogers helped....Thank you to be sent.ACTION:GD

10. Switch-On Sub-Committee: Review

- a. Event: SWITCH-ON Very successful evening, great night out for Thornbury, admin excellent...well done Penny/Terry
- b. CLOSURE/RISK ASSESSMENT/CHARITY STALLS/FOOD FAYRE:
Snags: Bus company did not tell drivers of closure!
Pedestrian crossing at Owens ineffective' needs to be reviewed.
Mezze, thought we were turning people away.
Not enough stewards for barriers at The Plain
Thank you to Phyllida Parsloe for her home being available for the switch-on party...thanks and Hyacinth basket delivered as Thank you(GD)
Thanks to Tony, Albert for tables ACTION:GD
- c. Date of sub-committee : August 23rd ACTION :All

11. Membership:

Life 50
Annual 10 , 2 lapsed

12. Social Event: cancellation 22/01/2011...a clash . PS and GD to re-organise...watch this space!

13. Website: Photos to go on website

14. Publicity : Good over season, continue drip feed and at food fayres (26/3, 11/6, 10/9, 10/12) etc

15. AOB -

Carnival 2nd July....Chris Saich looking for support for stewarding kissing gate/Nat West 12-6pm...3 x 2hr slots...Contact Chris if able. ACTION:ALL

16. **Next TCLA Meetings:**

Working party to tidy barn 9am 13th Feb

THORNBURY CHRISTMAS LIGHTS ASSOCIATION
INCOME & EXPENDITURE

Period from 1st October 2010 to 31st December 2010

Income and Expenditure

Income	
Memberships – (2x annual and 1x life)	50.00
Donation(s)	1450.00
Collections – (including street and boxes)	151.31
Grant	2000.00
Total	3651.31

Expenditure	
Insurance	540.00
Room Hire	13.50
Donation(s)	117.59
Total	671.09

Bank Account Details

Current Account Carried Forward	4018.31
Income	2495.00
Sub Total	6513.31
Expenditure	671.09
Total	5842.22

Reserve Account Carried Forward	8382.64
Income	1156.31
Sub total	9538.95
Expenditure	00
Total	9538.95

Cash in Hand	00
--------------	----

Current & Reserve Accounts Totals

Current Account	5842.22
Reserve Account	9538.95
Total	15381.17

Treasurer

THORNBURY CHRISTMAS LIGHTS ASSOCIATION
INCOME & EXPENDITURE

Period from 1st October 2010 to 31st October 2010

No Current Account IncomeCurrent Account Expenditure

Date	Cheque No.	Transaction	Amount
26/10/10	55	TDCA The Chantrv Room Hire 18 th Oct	£13.50
		Total	£13.50

Current Account Carried Forward	£4018.31
Expenditure	£13.50
Total	Checked Correct on Statement No. 33
	£4004.81

Reserve Account Income

Date	Trans. No.	Transaction	Amount
		Reserve Account Carried Forward	£8382.64
11/10/10	52	Donation - New Chip Shop (Barnes)	£100.00
11/10/10	52	Membership - K.Parr	£5.00
11/10/10	53	Donation - Thornburv Composters	£250.00
13/10/10	54	Donation - Morgan Stone	£10.00
14/10/10	55	Donation - Mrs W.E. Quick	£50.00
19/10/10	56	Donation - Thornburv Magazine	£250.00
19/10/10	57	Collection - Food Fair	£13.81
26/10/10	58	Donation - Mrs M.Isaac	£20.00
26/10/10	58	Donation - Mr G.Hinchliffe	£20.00
		Total	Checked Correct on Statement No. 13
			£9101.45

Current & Reserve Accounts Totals

Current Account	£4004.81
Reserve Account	£9101.45
Total	£13106.26

Committed Funds

£3000 Contingency to allow continuation next season 2011/12
£3000 Father Christmas/Power Stn Project
£3156 Lower RH Side High Street & Plain SGC Project £2500 awarded

Fred Macey Treasurer

THORNBURY CHRISTMAS LIGHTS ASSOCIATION
INCOME & EXPENDITURE

Period from 1st November 2010 to 30th November 2010

Current Account Income

Date	Credit No.	Transaction	Amount
04/11/10	25	Membership - Mrs J E & Mr J M Ratcliffe	5.00
04/11/10	25	Membership - Mr F M Macey	40.00
08/11/10	26	Donation - Leeuwenburgh Veneers (UK) Ltd	50.00
17/11/10	27	Donation - Val Gregorv	100.00
17/11/10	27	Donation - Helen Giles, EURES	25.00
		Total	220.00

Current Account Expenditure

Date	Cheque No.	Transaction	Amount
18/11/10	56	Park Insurance - Showman's Liability	382.50
18/11/10	57	Park Insurance - Commercial Combined	157.50
30/11/10	58	Donation - Thornburv Castle Band	117.59
		Total	657.59

Current Account Carried Forward	4004.81
Income	220.00
Sub Total	4224.81
Expenditure	657.59
Total	3567.22

Checked Correct on Statement No. 36

Reserve Account Income & Expenditure

Date	Trans. No.	Transaction	Amount
		Reserve Account Carried Forward	9101.45
25/11/10	59	Collection Box 214 -Discount Home Centre	8.26
25/11/10	59	Collection -TCLA Stand	*11.65
25/11/10	59	Donation - Chamber of Commerce. (Pitch money).	300.00
25/11/10	59	Collection -Switch on Night	117.59
		Total	9538.95

Checked Correct on Statement No 14

* Excludes £20 for TCLA stall float at Christmas Food Fayre

Current & Reserve Accounts Totals

Current Account	3567.22
Reserve Account	9538.95
Total	13106.17

Committed Funds

£3000 Contingency to allow continuation next season 2011/12
£3029 Replace/upgrade Middle section of High Street

Fred Macey Treasurer

THORNBURY CHRISTMAS LIGHTS ASSOCIATION
INCOME & EXPENDITURE

Period from 1st December 2010 to 31st December 2010

Current Account Income

Date	Credit No.	Transaction	Amount
------	------------	-------------	--------

14/12/10	28	Donation – Thornburv Pensioners Drop-In Centre	200.00
14/12/10	28	Donation – Tony & Sues’ Flowers Ltd	75.00
24/12/10	29	Grant Aid - Thornburv Town Council	2000.00
		Total	2275.00

No Current Account Expenditure

Current Account Carried Forward	3567.22
Income	2275.00
Total	5842.22

Checked Correct on Statement No. 37

Reserve Account Income & Expenditure

Date	Trans. No.	Transaction	Amount
		Reserve Account Carried Forward	9538.95
		No Transactions	00.00
		Total	9538.95

Checked Correct on Statement No. 14

No Cash in Hand

Current & Reserve Accounts Totals

Current Account	5842.22
Reserve Account	9538.95
Total	15381.17

Committed Funds

£3000 Contingency to allow continuation next season 2011/12

£3029 Replace/upgrade middle section of High Street

Fred Macey Treasurer