

CHRISTMAS IN QUEENSFERRY

**Minutes of Meeting held on Tuesday 19 May 2009
At 6.30pm in the Rosebery Hall**

Present: Keith Giblett, Andrew Malarky, Diane Brown, Jim Ferguson, Fiona Christie, Sian Brady, Ian Harrower, David Steel, Cora Donaldson, Rena Johnston, Betty Hardie, Councillor Norman Work, Alan Potters, Janis Maclean

1. Chairperson's Welcome & Introductions

Keith welcomed everyone to the meeting and thanked them for coming along. Everyone introduced themselves.

Keith stated the main objective is to work alongside local people and officials to provide a successful Christmas in Queensferry 2009 event.

2. Apologies

Apologies were received from Robert Farrelly, Graham Holmes, Shirley Picton and Charles Blackwell.

3. Minutes of AGM Meeting

As per the Minutes, the 2009 event will be held on a weekday evening. Correction to the Minutes – Fiona Christie should have been listed in the Apologies. The Minutes were then proposed by Rena and seconded by Norman as a true record.

4. Setting up of Sub Committees:

Finance & Fundraising / Event Programme / New Christmas Lighting

Lighting:

Keith stated the previous Committee have worked alongside Ian MacFadyen of the City of Edinburgh Council (CEC); Ian has supplied names of companies who supply lighting to CEC to Keith. Keith will circulate to members. Discussion followed on various types of lighting: banner type lighting, projected lighting. Approval has to be sought from local High Street traders before a decision can be taken.

(Four traders who are not in the Business Association- Jewellers, Seakist, Baby Shop and Niche Gallery would also be kept informed)

Funding has to be sought to cover the cost of the lighting and Keith stated that Robert Farrelly has expressed an interest in helping put forward funding applications. Keith stated that the Committee is looking for a scheme that is sustainable, so that the Committee are not looking for funding each year.

CEC are looking to change lighting throughout the City.

Members of the Lighting Sub Committee:

Graham Holmes, David Steel, Tom Martin. Representatives of Queensferry Business Association (Charles and Fiona).

Jim said that interested pupils from the High School will come along as well (pupils are currently on study leave but Jim will speak to them within the next week or so)

Event Programming

Keith reported on how the Rotary Club and Scouts helped out last year. Also the two bands, Ferry Finches and assistance from Queensferry High. It is hoped that the Committee can expand on this. Several remarks regarding the event "not being Christmassy enough" had also been noted.

It is hoped that this year perhaps a choir, consisting of members of the three local churches be invited to attend.

Keith stated he would like early dialogue with EPOG (CEC evening planning). Under Health & Safety, guidelines from the "Purple Guide" have to be followed. Keith initially thought this to be quite daunting, however it was worked through. Alan is interested in info re the Purple Guide as he is planning an event in September (16 bands taking part in a March along the High Street as part of "Homecoming Scotland" event). David has hard copy of this guide and will pass to Alan. The Guide is also available on the internet.

Finance & Fundraising

Members of Sub Committee:

Alan Potters, Charles Blackwell, Graham Holmes, Keith Giblett,
Representatives of Queensferry High, Andrew Malarky and Ian Harrower

Alan informed the Committee that his group (Forth Bridges Accordion Band) had received funding from "Community Chest" based in Dunfermline. Alan to forward info to Janis.

Keith stated that local traders were very charitable last year. However fireworks have been asked for by many people! David suggested that an approach be made to Dundas Castle who regularly use a company for firework displays to ask for a quote.

Jim suggested contacting Bill McCallum who is the Bursar at the QHS for fundraising ideas.

Discussion followed on possible fundraising ideas and Jim put forward an idea of contacting all community groups and asking them to donate to the 2009 event, which, if successful, would result in not having to ask local traders for donations.

Generally it was agreed that the Committee must be seen to promote fundraising events themselves, and not to be so dependent on donations from others. Jim stressed how important it is to get community groups involved.

Keith stated that around £5k has to be raised for the 2009 event. The lights could be erected by local volunteer helpers and then CEC would connect to the lighting system.

Event Programming Sub Committee:

Diane Brown, Jim Ferguson, Alan Potters, Sian Brady, Andrew Malarky, Fiona Christie and representatives of Ferry Fair and Rotary Club

Keith proposed the event date of Friday 4 December, however after discussion it was agreed the 2009 event should be held on Thursday 3 December – approx timing from 5.30-7.30pm. Provisional date of Sunday 29 November for the erection of the lights/lighting system.

Publicity:

Fiona Christie (web site),Diane Brown and pupils of QHS.

Jim informed the Committee that a monthly newsletter goes out from QHS and this could be tapped into for promoting this year's event.

It was agreed that Programming, Publicity and Fundraising Sub Committees combine.

5. A.O.C.B.

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6. Date & Time of Next Meeting

Tuesday 30 June at 6.30pm in the Rosebery Hall.

Admin meeting and hopefully by this time some information on lighting will have been received.