



# Great Yarmouth Minster Preservation Trust



## Great Yarmouth Minster Preservation Trust

**Date:** Thursday, 13 November 2014  
**Time:** 10:15  
**Venue:** Council Chamber

### AGENDA

#### **1 DECLARATIONS OF INTEREST**

You have a Disclosable Pecuniary Interest in a matter to be discussed if it relates to something on your Register of Interests form. You must declare the interest and leave the room while the matter is dealt with.

You have a Personal Interest in a matter to be discussed if it affects

- your well being or financial position
- that of your family or close friends
- that of a club or society in which you have a management role
- that of another public body of which you are a member to a greater extent than others in your ward.

You must declare a personal interest but can speak and vote on the matter.

#### **2 APOLOGIES FOR ABSENCE**

To receive any apologies for absence.

#### **3 TREASURER'S UPDATE (MIKE MUSKETT)**

To receive a verbal update at the meeting on the following:-

- a) On-line giving
- b) £120 expense for GY Tourism BID
- c) Income

£27 Minster tour for Harleston Probus - Paul Davies

£30 June Perkins

£500 from great Yarmouth Preservation Trust for a camera for the peregrine box on the tower

WW1 Centenary 2014 - Expenses: Printing £5: Fixings £56: Printing £98: Notice Board £70 = £229. Donations £659. Further sale of Tooke's book = £50 Profit = £480. 340 people signed the visitor's book.

Wedding Fair Sat 18 October and renewal of marriage vows: Expenses invites £9: Banners X 3 £42 : Table clothes etc £110 : Total £170 : Alcohol £32 (but 7 bottles left) : Income : Entrants £805 : Donations £35 : Cafe' profit £85 : Raffle £73 : Bar £37 : Total £1,035

Blessing of Nets and Herring supper Sunday 5th October : fish Michael Cole : Buns Colin Smith: Expenses Flyers £5 : Banner £7: Table clothes £20 = £32 - Income Tickets x70 £515: Raffle £100: Bar takings £145; Collection £147 + £79 Gift Aid = £986 Needs a re-vamp?

Ipswich and Co-op Brass Band concert (Sandra McCullagh) 11th October Tickets £7 : 50/50 with takings (they want minimum of £400 - they will keep raffle money and we will take the bar takings - we will print publicity - they will supply the programme) Expenses: Printing £20: Banner £7 : Band Fee £402.50 = £429 : Tickets sold (c58) £405 : Bar takings £40 = £445 (+£75 gifted by the band) Registered Office still BDO? On-line fundraising link on website.

#### **4 MINUTES**

**5 - 8**

To confirm the minutes of the meeting held on 11 September 2014.

#### **5 MATTERS ARISING**

To consider any matters arising from the above minutes.

- a) Sandra McCullagh a Director

#### **6 OTHER MATTERS ARISING**

To consider any other matters arising.

#### **7 NEWS**

To receive an update on the Slate.

#### **8 RE-ORDERING UPDATE (MICHAEL BOON)**

To receive an update at the meeting.

## **9      PUBLICITY OFFICER'S REPORT**

To receive an update at the meeting.

## **10     PLAN FOR 2014**

- a)      Quiz/Treasure Hunt - Oct/Nov (David McDermott).
- b)      An evening with Keith Skues at the Masonic Rooms (Ian Miller) : Tickets :  
?price POSTPONED to Autumn 2014.
- c)      Update on the Friends.
- d)      Vintage Fair (Sandra McCullagh and David McDermott) 23rd May 2015.
- e)      Christmas Tree Festival - Fri 12th December to Sun 21st December - Civic  
Carol Service 15th December - Town Christmas Fair Fri 21 - Sun 23 Nov  
2014. Mayor to open 12th December 10am Judging Panel : Rector, Mayor, the  
Leader of Council - needs stewards. ?Radio Norfolk putting in a tree - Circus  
ticket prize.
- f)      Royal Marines Band (£5,000) - November 2018 with the British Legion  
(Colleen Walker).
- g)      GY Festival 5-16 June 2015.
- h)      Keith Skipper and Ian Prettyman

## **11     PLAN FOR 2015**

- a)      May Day Fete (Karen Childs) - possible treasure hunt (David McDermott).
- b)      Umgawa Kagooga 8-piece Ska Band 16th May 2015 7.30pm; Cost £400  
Tickets £5 (Colin Smith) Contact Dave Osborne 07776157474.
- c)      Messiah (pocket) Easter Sunday 2015 afternoon - Sponsorship required -  
Response from local councillors - Matthew Quirke (leader) offers a tutorial on  
publicity. Councilors contribution : Linden £50: Pratt £100: Wainwright  
£100. Replies: Sutton - already committed Fox £0 doesn't take the grant (?free  
tickets)
- d)      Dixiemix Jazz Band 11th July 2015 at 7.30pm fee:£600 again
- e)      Rachel King and Friends (Andy Laine-Vocalist Hannah & Suzanne  
Long. There will be a couple of others) Friday 3rd July 2015 (FoC)
- f)      Gorleston Community Choir Sat 8th August 2015 (FoC)
- g)      Sunday afternoon concerts with cake during Aug (5 Sundays) (Sandra  
McCullagh) (a) Gary Winter and girl-friend - 07717858850 [www.gary-winter.com](http://www.gary-winter.com)
- h)      The Third Celebrations Fair (Weddings, Anniversaries, Proms etc) Sat

17th October (Sandra McCullagh)

**12    OTHER FUNDRAISING IDEAS**

To discuss any fundraising ideas.

**13    ANY OTHER BUSINESS**

To consider any other business as may be determined by the Chairman of the meeting as being of sufficient urgency to warrant consideration.

**14    DATE AND TIME OF NEXT MEETING**

Thursday 15th January 2015 at 0945 hours in the Minster Vestry.

# Great Yarmouth Minster Preservation Trust

## Minutes

Thursday, 11 September 2014 at 09:45

Present:

Dr Paul Davies (in the Chair), Mr Hugh Sturzaker, Mrs Sandra McCullagh, Mr Tony King, Mr Michael Boon, Mr Colin Smith, Mr Nick Pownall, Mr Jim Carter, Mr A Smith, Mrs C Walker, Mr A Jones, Mr Robin Hodds and Mrs Karline Smith.

### 1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Henry Cator, Mike Muskett, David McDermott, Mike Taylor, Ian Miller and R Price.

### 2 TREASURER'S UPDATE (MIKE MUSKETT)

£30 Talk by Paul Davies to Oil Well Wives  
£50 Gift Aided Mr Bassham  
£500 Mike and June Fuller

Dixiemix jazz tickets £10 Expenses: Printing £10, Band £600: Ticket Sales £1,530 :  
Raffle £205 : Bar takings £320 = 31445 : Attendance 160. " Hello Paul, Thoroughly  
enjoyed the concert and lovely to see a good audience that help raise you  
money. We would be delighted to play for you again next year on 11th July."

Gorleston Community Choir tickets £5 Expenses : Printing £13 : tea for choir £20 :  
Ticket sales £525 : bar takings £125 = £650 Attendance 105.

Afternoon Teach Rachel King tickets £10 Expenses : Printing £9 Railings Board £15 :  
Food £80 : King £50 - for St Mary's Roman Catholic Church (sponsored by Colin  
Smith) : = £540 : Attendance 60

Tunes and Music from WW1 free admission : Expenses : Printing £3 : Board £20 : 2  
bottles of wine £10 : Donations £190 : Commission on Colin Tooke's new book £100 =  
£257 : Attendance 100.

Direct credit from HMRC Charities £494.07  
Charities trust £100.00  
Proceeds of Tunes & Poems from WW1 £290.00

Norfolk Community Foundation Mike & J Fuller £500.00  
Proceeds of Gorleston Community Choir £650.00  
Charities trust £150.00

Plus £2,025 banking made up as follows:

Jazz night cash £1,310.00

Jazz Night Cheques

Futter £40.00

Fellas £40.00

Fakes £30.00

Boon £20.00

Cash miscellaneous donations £500.00

Cheque from Jean morris previously filled in GA form £25.00

cahalan £30.00

Daniell £30.00

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£2,025.00

Expenses - Annual return filing fee 2014 £13.00

The bank balance is currently £11,749.99  
the 10 day notice account stands at £134,802.77

### **3 MINUTES**

The minutes of the meeting held on 10 July 2014 were confirmed subject to the amendment that it was not the project group that would be meeting the next week but that Michael Boon would be meeting with the Architect.

### **4 MATTERS ARISING**

There were no matters arising.

### **5 OTHER MATTERS ARISING**

There were no other matters arising.

### **6 NEWS**

It was reported that the Minster had been awarded a Silver Gilt award in the Anglia in Bloom Cemetery category and won the award as Best Cemetery.

### **7 RE-ORDERING UPDATE (CHRIS TERRY/MICHAEL BOON)**

Mr Boon, the co-ordinator of the Minster Development Project Group, provided some information on the progress of the scheme. He reminded the meeting that this was a five year project and that it was the PCC's aim to submit a first stage lottery application to the Heritage Lottery Fund between April and June 2015 provided that all the information required for the bid had been obtained. He highlighted the component parts of the application. He reminded the meeting that the biggest challenge to enable the Heritage Lottery application to be successful would be the new uses of the building for which Grant aid was sought and asked them to feed him

any further thoughts which would advance this essential part of the bid.

## **8 PUBLICITY OFFICER'S REPORT**

The trust were shown newspaper articles from the Great Yarmouth Mercury and Advertiser for the Minster's Wedding Fayre, along with a Jazz event and an article on Sarah's tea rooms making scones for the Minster event.

## **9 PLAN FOR 2014**

- a) Quiz/Treasure Hunt - October/November (David McDermott)
- b) An Evening with Keith Skues at the Masonic Rooms (Ian Miller) : Tickets : price POSTPONED to Autumn 2014.
- c) WW1 Centenary 2014 Expenses:Exhibition of GY and WW1 with GY Arch Society August and September daily 10am to 1pm : Expenses Printing £5 : Fixings £56 : Printing £98 : Board £70 = £229. Covered by donations by 22 August.
- d) Wedding Fair Sat 18 October and renewal of marriage vows (Colin Smith/Sandra McCullagh) Expenses : Invites £9 : Printing £5 Marriage registers to view - Minster table - Bells - Mayor requested. There were approximately 20 stalls or companies that had signed up to attend. The Chairman would look into backs payments for some of the companies.
- e) Update on the friends - Colin stated that he would like someone from the rector's team to be on the friends group.
- f) Vintage Fair (Sandra McCullagh and David McDermott). This would be held on 23 May 2015.
- g) Cantus Orientissimus Concert 27 September 7.30pm CANCELLED.
- h) Blessing of Nets and herring supper Sunday 5th October 6.30pm Price:£7.50 Arthur Hollis cooking. Lesson Jim C and Lydia Eva - Mayor requested.
- i) Christmas Tree Festival - Friday 12th December to Sunday 21 December - Civic Carol Service 15th December - Town Christmas Fair Friday 21 - Sunday 23 November 2014.
- j) Ipswich and Norwich Co-op brass Band (Sandra McCullagh) 11th October 7.30pm Tickets £7 : 50/50 with takings (they want minimum of £400 - they will keep raffle money and we will take the bar takings - we will print publicity - they will supply the programme) Expenses : Printing £15. (tickets were offered to trust members to sell)
- k) Heritage Open Days 11th - 14th September, stewards would not be required in the afternoon slots as the church was now open until 4pm each day.

## **10 PLAN FOR 2015**

- a) May Day fete 2015 (Karen Childs) - possibly a treasure hunt (David McDermott).

- b) Messiah (pocket) Easter Sunday 2015 afternoon - Sponsorship required Mathew Quirke (leader) offers a tutorial, on publicity which was accepted. It was suggested that the Chairman writes to all 6 Ward Councillors to ask for sponsorship for the event from their ward budgets.
- c) Diximix Jazz Band 11th July 2015 at 7.30pm Fee : £600 again.
- d) Rachel King and Friends (Andy Laine-Vocalist Hannah & Suzanne Long. There will be a couple of others) Friday 3rd July 2015 (FoC).
- e) Gorleston Community Choir Saturday 8th August 2015 (FoC)
- f) Great Yarmouth Arts Festival - June 5th - 14th June 2015. It was agreed that the arts part would be removed from the title and it would be called the Great Yarmouth Festival.

## **11 OTHER FUNDRAISING IDEAS**

It was suggested that the Royal Marines Band could be asked to come to Great Yarmouth to mark the end of WW1 which would cost £5,000 and this could be held in the Minster.

A 60's band could be asked to play in May 2015. They are a Ska band from Norwich and they charge £400.00. Possible dates for this were discussed.

## **12 ANY OTHER BUSINESS**

There was no other business.

## **13 DATE AND TIME OF NEXT MEETING**

It was agreed that the next meeting and AGM would be held on Thursday 13 November 2014 at 9.45am.

The meeting ended at: 11:00