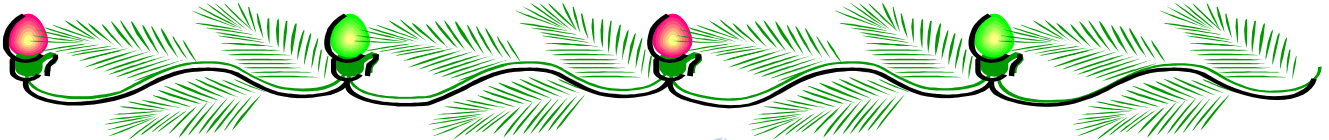


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NEWSLETTER



Christmas 2011 Edition

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INTRODUCTION

Welcome to the Christmas 2011 Barcellos Holdings Newsletter.

It has certainly been an exciting year. We are now well and truly settled in our new abode and it feels as though we have been here a lot longer than 5 months.

The Linen Web based ordering system is now in its final testing phase, and even with my untrained eye it certainly looks the business.

The new PSA Electrical Schedule 2011 was completed last month, so please call John if you are interested in this. The PSA Mechanical Schedule 2011 will follow shortly.

Finally, our Christmas opening times/days are listed on the last page of our newsletter. It just remains for me to wish you, our valued customers, a Merry Christmas and a Happy New Year.

Happy reading !

debbie@barcellos.co.uk

GLOBAL 3000 ENHANCEMENTS GALORE



New Location

Seven months on and we are having our first Christmas at Business Base, our new office location. The time has gone by so fast since we moved in back in June. We shall be having our tree up as usual to get us all into the festive spirit, well most of us, we do have the office humbug. I will let you guess who that is.

TIS Christmas List

During the year TIS have been very busy adding enhancements to the Global 3000 range of software. I have been keeping users as up to date as I can but this has proven difficult due to the rate that TIS have been shipping out the enhancements. My plan for the New Year is to contact each site and provide a list of the new features so that we can get the enhancements applied to provide the new facilities.

The list of new facilities is quite long but here is a taster of the goodies to come.

Stock Control - Stock Movements - now have the 'User Ref' set to the goods receipt reference when goods are received.

Cash Manager - Cash Book Enquiries - The 'All Items by Date' window within Cash Book Enquiries has been updated to include a column to indicate whether or not a transaction has appeared on a statement.

Creditors Ledger - Tax Analysis Report - Updates the tax analysis report to allow users to specify the period for which the report is to be printed or reprinted.

Debtors Ledger - Tax Analysis Report - Updates the tax analysis report to allow users to specify the period for which the report is to be printed or reprinted.

Sales Order Processing - Credit Checking in SOP - Branch Accounts - Updates system parameters to include a new option in the SOP Parameters, Order Entry - Credit Checking Window. The new option is named 'Details to use for branch accounts'. It has the following settings, 'Branch level', 'Head Office level' and 'Branch and Head Office level'. Sales Order Entry, the Transaction Desktop and Automatic Allocation have been updated to use the new parameter when credit checks are performed for branch accounts. In addition the 'Account Details' window within the SOP Transaction Desktop has been updated to include a new button labelled 'Branch Details' (only available for branch and head office accounts) which provides a list of branches and their transaction totals for the head office account applicable to the current transaction. If the new option is set to 'Branch Level' then the branch credit limit is not checked against the outstanding balance of the head office account within Customer Maintenance.

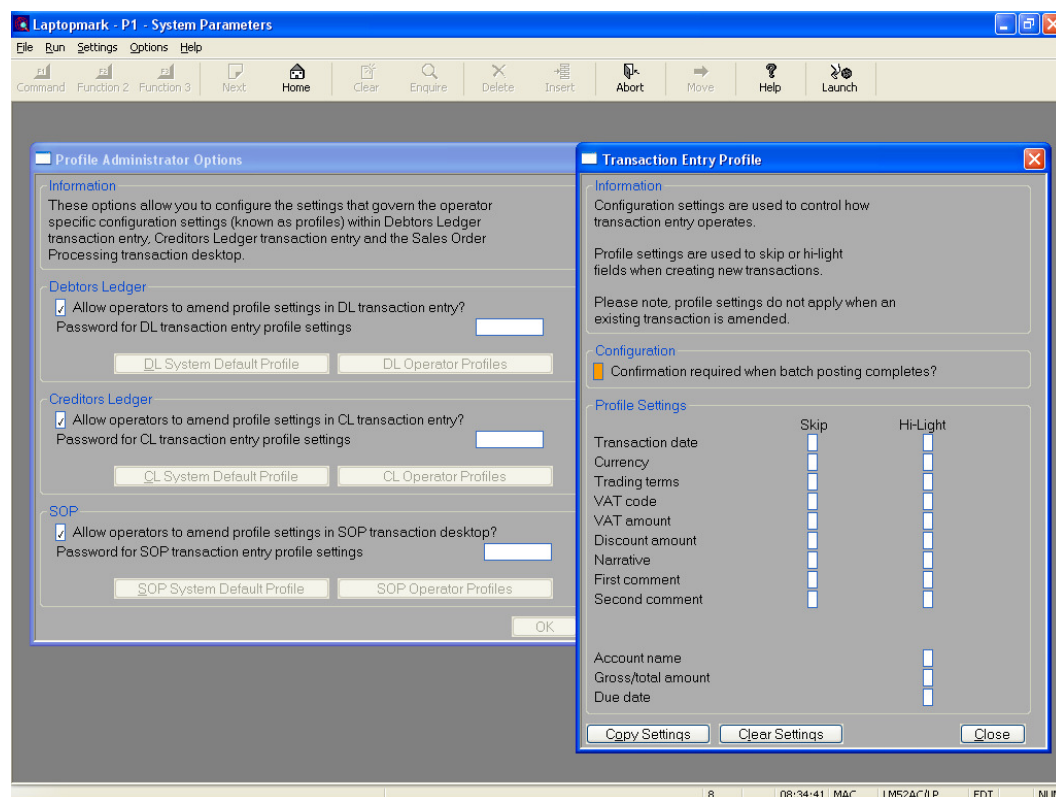
Sales Order Processing - Enquiries - The sales order line enquiry windows have been updated to include a button (labelled 'Delivery Notes') which allows all delivery notes for the order (not just the current line) to be viewed.

Cash Manager - Bank Reconciliation – Has been updated to ensure that statement directs are posted to either the current period or the next period based on their date.

Debtors Ledger - Transaction Entry - Renames the 'Transaction Line Entry Profile' as 'Transaction Entry Profile'. In addition it updates the profile settings to include a new option labelled 'Confirmation required when batch posting completes?' When set the posting progress window remains on screen as each batch is successfully posted and must be manually closed.

General Ledger - General Ledger Report - Introduces a new option to the General Ledger Report (when printed). The new option allows transaction details to be consolidated (per period).

Debtors/Creditors & SOP - User Profiles - Introduces a new option to the Administration System Parameters. The new option (labelled 'Profile Administrator Options') allows you to configure options that govern the operator specific configuration settings (known as profiles) within Debtors Ledger Transaction Entry, Creditors Ledger Transaction Entry and the SOP Transaction Desktop. It also allows you to define a default profile for use when an operator does not have a specific profile for Debtors Ledger Transaction Entry, Creditors Ledger Transaction Entry and the SOP Transaction Desktop.



Your Christmas List

We are always striving to improve all of our software systems and would appreciate it if you could let us know of any improvements that you feel you would find useful. During 2012 we can then either do the improvement ourselves as a bolt on module or relay the information to TIS to make it part of the core product.

So please do not hold back just drop us an email with your wish list and we will see if we can make your wishes come true.

Hard Times

Computer hardware is changing so rapidly with the launch of new tablet style devices, servers with 16 core CPU's and more people using virtual/cloud computing. However the traditional PC, server and laptop are not dead yet and we can still supply them at competitive prices. If you have a budget then let us know and we will do all the leg work to find you the best PC or laptop for your money.

On The Home Front

Well my time in helping my friend modernise her late parent's bungalow to rent has come to an end. Since February this year we have completely gutted the place. A new kitchen, bathroom, boiler and rewiring have been done. My contribution was painting, decorating, fitting lights and correcting all the bits that the qualified tradesmen had not done right. I cannot say it was a cowboy builder from hell but once you mention renting all the tradesmen seem to drop their standard. I do not want to see another litre of white emulsion for a long time; I know now what snow blindness must be like!

Unfortunately my boiler has reached its end of life so that is being replaced in December. I will have some decorating and shelf fitting to do as not only is it being replaced with a combination boiler but it is being moved into my outside cupboard. This gives me even more space to store items of no value that I do not really need.

Welcome to the new!

For all the new customers who joined during 2011, may I take this opportunity to thank you for your custom and hope that we will have a long and prosperous working relationship.

To all our existing customers may I thank you for your continued custom and support. I know during the current financial climate we have all felt the pinch but we hope that we are doing our best to provide services at affordable prices.

Finally..... May you all have a Merry Christmas and a Prosperous New Year and let us all hope for a better 2012.

Mark A Capewell



TIS THE SEASON TO BE JOLLY!



Are we really fast approaching Christmas AGAIN? Where does the time go? Yes that's right we are almost at that time of the year that has all turkeys going on drastic diets, hoping they will be left another year as they aren't plump enough for the Christmas Day table. So what's this year brought us and what do we have to look forward to?

It's been another tough year for all of us, and I am glad to say that most of you have been able to ride the financial storm out and are still continuing to help us to move our systems forward. It has also been a year which has seen us move premises, and am glad to say we are all settled in now and wondering why we didn't do it sooner!

So what have we all been getting up to this year? Well apart from saving Christmas for everyone (as you will see later on in my article), Nick has been working hard again putting in lots of new bits and bobs to help the system run even better. He has added a Quotes system that will help sort out and handle all your short term hire issues, and allow you to track all your linen items, cutting down on your stock losses, but I am sure he will be covering all this and much more in his article.

We have also been working hard with the help of Zip Textiles to develop a Web Ordering System that can be used for all your Pool Linen Customers. The system will allow your Hotels and Restaurants etc. to order their stock requirements directly online.

The system works in a way that allows the customer to log onto their account, select a delivery day and then enter the items required on that delivery day. The customer will only get to see the items which they have on their account.

Online Ordering ... Login
Please enter your operator name, contract number and password to login.

Joe Bloggs Z1453 ***** **>**

Help / v1.0.4324 / Powered by enable

You are logged in as Paul | Home | Help | Logout
Online Ordering ... Choose Date

Welcome to Barcellos Holdings... Online Ordering...

Please select your required delivery date and submit your Linen requests

- Processed List No Longer Amendable
- Lists Created and Amendable
- No List Created

December 2011

Mon	Tue	Wed	Thu	Fri	Sat	Sun
28	29	30	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1
2	3	4	5	6	7	8

© Barcellos Holdings Limited Online Ordering 2011.

Once ordered the information that has been entered then gets automatically sent and updated to the live system, from which you then process all the packing and delivery notes as you would usually do.

You are logged in as Paul | Home | Help | Logout
Online Ordering ... Order Form

All Temporary Loan Stock Requests require 7 days notice

Order for delivery on 09/12/2011

Product Code	Description	Quantity	Shorts	Rejects	Total Delivered
0000002	DOUBLE SHEETS	25			25
0000003	SINGLE SHEETS	50			50
0000007	PILLOW CASES	50			50
0000010	BATH TOWELS	30			30
0000012	BATH MATS	40			40
0000062	54 X 54 WHITE	10			10
0000085	OVEN CLOTHS	10			10
222222V	BAGS				
222222Z	CAGES - Temporarily out of stock				

Other Items / Requests
None

Options

- Unlock Order Form
- Select New Date
- Add New Order
- Print

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Although this is just available to Pool Linen customers, we hope to take this project forward in the New Year. With your help and ideas, we hope that we can produce a full Web access facility to all customers allowing account access and reprinting of invoices and delivery notes etc. If you would like further information on this, please do not hesitate to contact me, and I will happily go through the system with you and discuss any requirements you may like.

Barcellos Holdings Save Christmas!



It's true! Thanks to Barcellos Holdings we have managed to help save Christmas for everyone! Father

Christmas had a major problem with his computer system at the beginning of November. It all started off by him calling us to say that he was having little Gremlins appear on his screen, but he said that as it had been around Halloween he just thought it was one of the elves messing around, so didn't think anything of it. Then on Tuesday morning last week Father Christmas rang us in a bit of a panic to say that Server Sleigh wouldn't work? Not a problem we said, and sent our little hardware elf to sort out the matter. When the Elf got to Lapland, he found out that the Server Sleigh (that holds all the orders for toys and presents, Naughty and Good List as well as some of the early Father Christmas letters) had crashed and would no longer boot. This wasn't a problem for our Elf support as he had a spare Sleigh Server with him and soon had it all connected back on the network, however when our Elf asked Father Christmas for his Backup Tape, he looked a little confused? "Backup", he said, "err, you need to speak to Mrs Christmas, she handles all the backups". So our Hardware elf went and asked Mrs Christmas for the backup, but she also looked a little blank when asked, and said that she thought the Elves were looking after backups? When the Elves were asked about Backups they said that Rudolph was the one to ask, as he's always the last one out. Rudolph however

also looked a bit confused, but went to look for the backup tape. "Here's the last one I took", said Rudolph, "I always take a backup at the end of every year on the stroke of midnight". Oh dear, that means that no backup had been taken for almost 12 months. Luckily for Father Christmas, our Elf still had some left over magic Christmas dust, and he was able to sprinkle it over the broken hard drive, this gave him just enough power to be able to pull off all the data from the disk and in turn fully restore their server. Needless to say, they were very lucky, and thanks to the help of our Hardware Elf Christmas has been saved.

We let Father Christmas know how important it is to take system backups and that he had been very lucky not to have lost all his valuable data. If you have any concerns over backups then please don't hesitate to contact one of our hardware elves and they will be only too happy to help you with any queries you may have.



Father Christmas now runs a new Daily Backup system, and has hired 9 new elves that now have the job of backing up the system on a regular basis. Monelf, does a backup every Monday, Tueelf does the back up every Tuesday, Wedelf, Thurelf, Frielf, Satelf, Sunelf all run the Wednesday, Thursday, Friday, Saturday, Sunday backups respectively. They are then responsible for taking the backup home with them to keep it safe, with MonthelfA and MonthelfB taking full backups once every other month.

At least now you can all be reassured that Christmas will not be cancelled this year. However it is not the fault of Barcellos Holdings should you receive any gifts that you may not have requested, or in fact, if you do not receive any gifts at all. The despatch system is solely controlled by Father Christmas so all complaints should therefore be made direct to Father Christmas himself.

On a personal note, I have had an interesting year that has been full of lots of excitement and disappointment. The highs were seeing England retain the Ashes over in Oz, along with West Brom keeping their Premiership status thanks to a shrewd bit of business by the chairman in getting rid of Roberto Di Matteo, and acquiring the services of Roy Hodgson as Manager (seemed a strange thing to do at the time, but worked out very well indeed). However the 4 points we kindly gave to our neighbours the Dingles (aka Wolverhampton Wanderers) also managed to keep them in the Premiership by goal difference on the last day of the season, still at least that gives us 6 points this season.

This year has also seen us (England) qualify for the Euro's in 2012 over in Poland and the Ukraine in the new year under the leadership of the much loved Fabio Capello. The interesting question will be what if (and I know it's a big IF), but

what if we actually went on and won the tournament? Would he then be hailed as one of the 'Greats' in football management, or still ridiculed for his football methods? I personally would like to see Harry Redknapp at the helm of the England ship next as I really think he could finally give us a real exciting team. Whether or not this will ever happen, only time (and maybe a court case or two) will tell.

We also have Christmas fast approaching! I love the build up of Christmas week and the looks on the kids faces when they come down to the presents that Santa has left for them, as well as the not so happy faces of the adults as they open the lovely socks, pants and knitted sweaters from Auntie Mable. Anyway I must dash, I have got to see if I can catch the Turkey, he's been looking mighty nervous these last few weeks, and he has started painting black spots on himself and seems to be making Moo noises (hope he's not got mad cows disease).

Let me take this opportunity to wish you all a very Merry Christmas and a Prosperous New Year. I look forward to seeing you all in the New Year!

paul@barcellos.co.uk



PSA SCHEDULES NOW AVAILABLE IN PDF FORMAT



In a previous newsletter we said that "In association with Carillion (the authors), the PSA Schedule of Rates are available in PDF format on a Secure Usb Flash Drive." Well dare I say it, the final product only worked on approximately 50% of computers and we (Gavin) could not improve on that despite extensive support from the vendor. The product proved to be totally unfit for purpose and the vendor appeared to have significantly misled us. "Reload Windows" wasn't and never would have been something we would wish to impart on customers to get the product working properly. We therefore moved our attentions elsewhere and have recently found someone else who has a 100% reliable device, thank goodness.



The price is substantially cheaper than the printed schedule, Building 2009 in printed format is £270, the electronic solution is £225 plus VAT, multiple copies get cheaper. It is early days, but we have sold several copies and also have quite a lot of interest, without really publicising it so far. Contact us if you would like a copy to evaluate, you can have a loan copy for a month to see it in operation for yourself, subject to availability. The PSA Building Works Tenth Edition 2009, Electrical Services Fifth Edition 2006, Sixth Edition 2011, Mechanical Services Fifth Edition 2006 and Sixth Edition 2011 are available. Other schedules will follow. You cannot copy or print the data. One benefit of being in pdf format is that a word search is possible to locate an item, saving going through various sections of a printed schedule trying to locate an item.

The PSA Mechanical and Electrical Schedules in hardcopy appeared earlier this year. Debbie and I have completed the Electrical Services 2011 and have just started looking at the Mechanical. It is amazing the time that is spent in creating the database. Six users have already taken the Electrical schedule.

Increasingly users, instead of printing orders, are producing them in a PDF format and emailing the results to the client. Quite a number of users were producing their orders in Excel, but the PDF option is becoming more popular. It means that no one can alter the output produced, which is vital. The PDF software is free, we can supply details of a site from which it can be downloaded.

One other aspect of Excel is that several versions of Excel and Windows caused a problem with the file exporting ok the first time and then hanging after that. This was incredibly difficult to solve, as all the office pcs produced Excel files with no problem. Anyway, Mark pointed me to a web site that gave a solution to the problem, so now the Excel problems should be a thing of the past. Thanks Mark.

A logo can be printed on the top of the first page of an order. The logo needs to be stored in folder psa, nsr and/or nhfa. If there is more than one type (i.e. psa, nsr or nhfa) then it needs to be in each. It must be called picturepsa.gif if in folder psa, picturensr.gif for nsr and picturenhfa.gif for nhfa. The logo should not be too large. This logo will then also appear on Print Order Ledger and Print Miscellaneous Order Report. If interested then try this, if there is a problem then let us know.

May I sign off by wishing everyone a very Happy Christmas and a Prosperous New Year. un Joyeux Noël et une Nouvelle Année prospère, um Natal feliz e um ano novo próspero.

john@barcellos.co.uk



NEEDS VS WANTS



We have always strived to put customer needs before their wants, recognising that there is a fine balance to be struck between the two.

Over the past six months we have achieved a little of both. The Linen Short Term Hire (STH) module is now working and undergoing some more 'tweaks' to make production easier. We have introduced a 'returns' column in list entry to facilitate STH reductions.

It is easy to see all STH items and we now show outstanding returns due back by date.

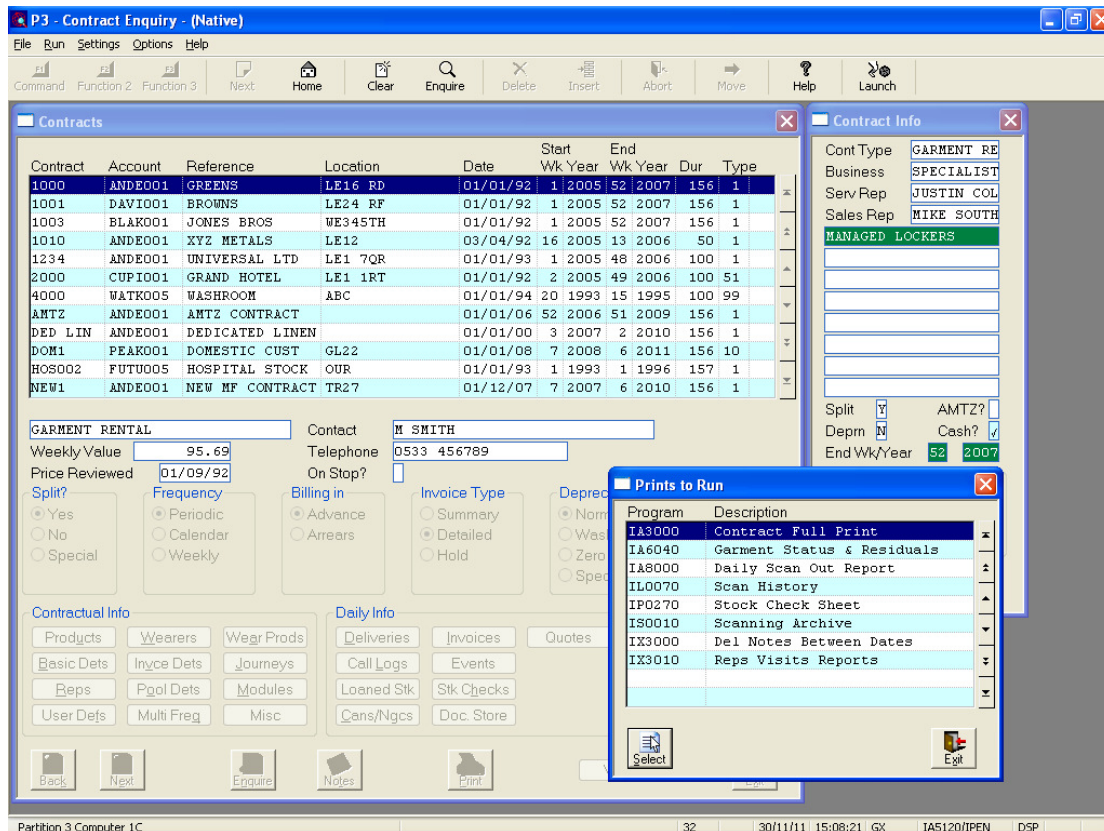
This also means that for the first time, stock changes can be entered and completed at the same time as STH's are processed.

Whilst we are talking pool linen, we have also introduced a packing out screen for production.

The 'to-follows' are automatically calculated based on what the packer enters. It's easy to see if you are packing packs or pieces and upon completion of entry a delivery note/soiled list is printed. Note for those printing bag labels, you can do that from here too !!

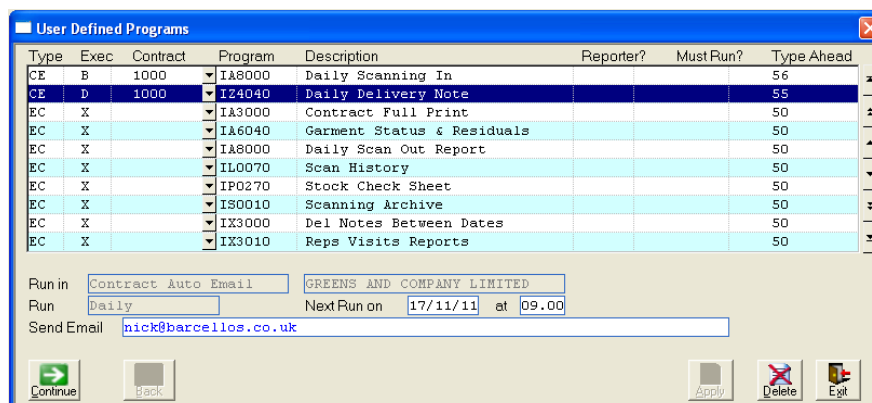
We have introduced a user definable set of reports for the main contract enquiry program. So no longer does the print button just output the full contract details, a new window opens up showing the reports you, as a user, have chosen to add to the enquiry.

It doesn't stop there. Print buttons have also been added to the contract product and contract wearer enquiry windows as well !!



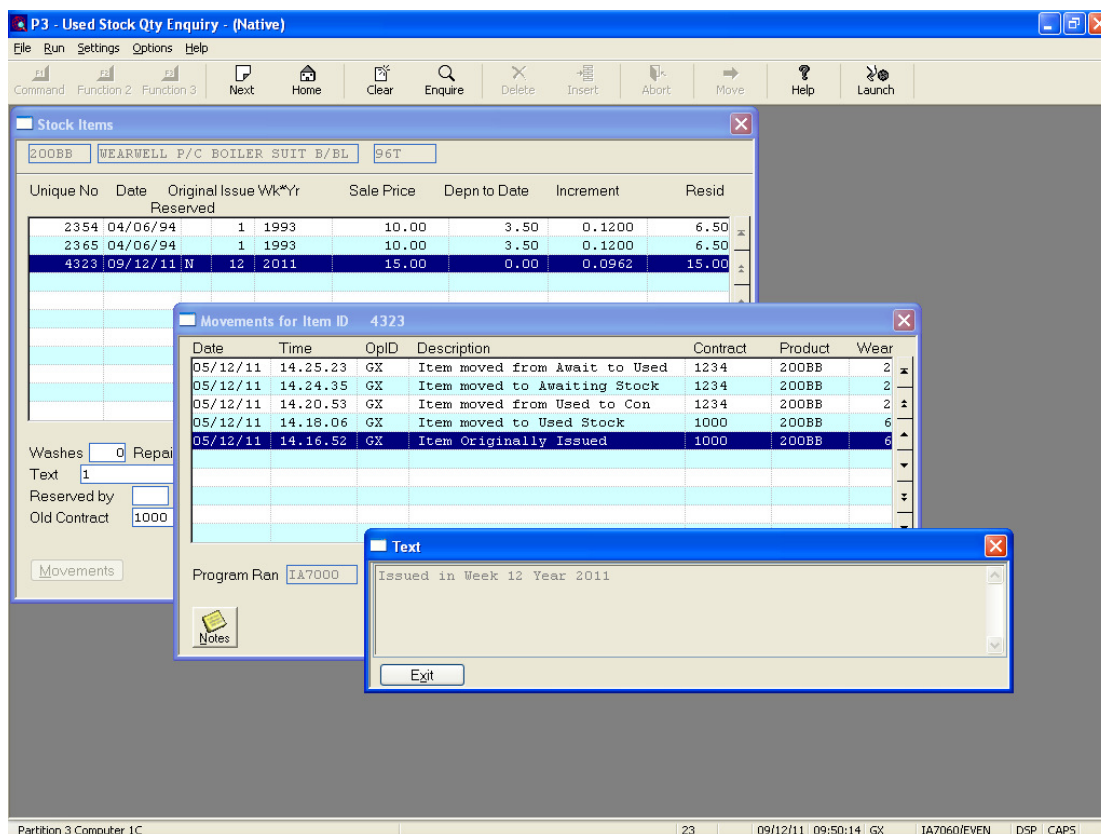
Ever wanted to automatically email a report or set of reports to your customers every day/week/month ??

Well now you can. So if you want to send, for example, a scanned delivery note to your customer every day, you can now set up a pre-determined time and email address to do this.

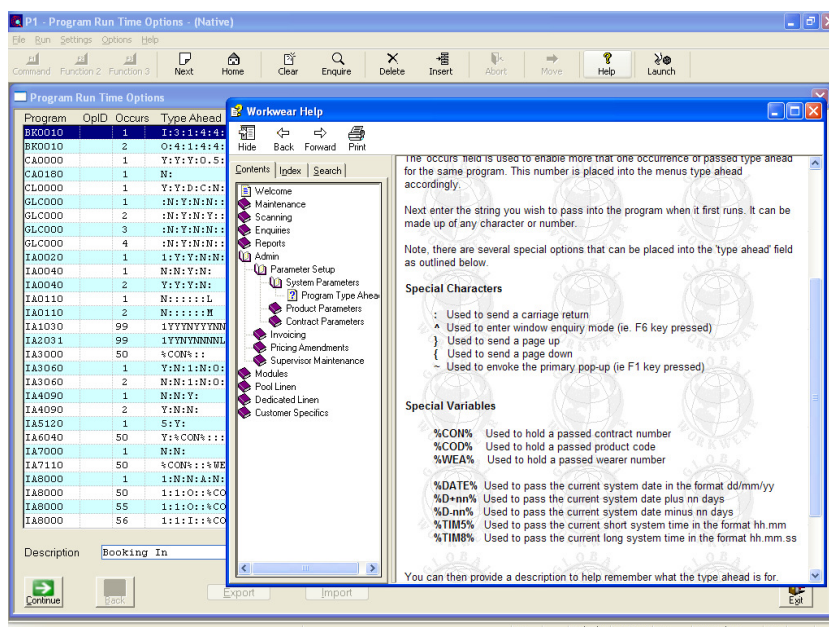


Good news if you are one of our larger users with a lot of data. We have now restructured our archive and audit databases, removing all the record and index limits imposed by the older format. There will be more of this to come in the next twelve months as we continue to move over to the newer database architecture.

Item tracking can now be audited like never before.... We are now recording every movement of a wearers garment, from issue to rag. If wearers move regularly between contracts, we are also keeping a record of these as well. Just look out for the 'Movements' button added to many programs.



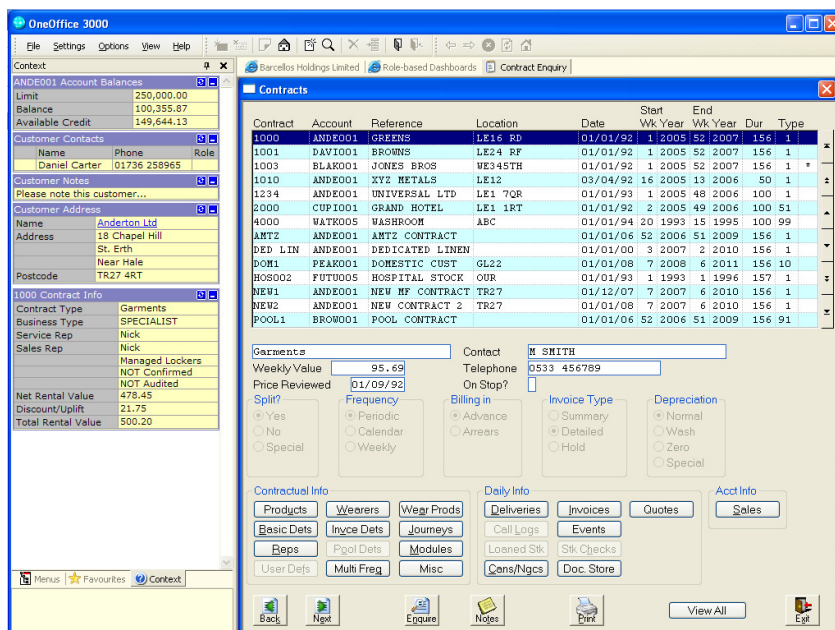
We have also been working behind the scenes on the on-line windows help system, which has now been changed to reflect the current menu structure. This will continue to get enhanced into next year.



Clicking the help button at the top of the screen opens up the on-line help.

The help system is dependent on the window currently in focus. It will also display help for menu items as well. Just right click a menu line.

Do you have any other non-global database systems, such as CRM or 3rd party accounts, and wished you could pull information between them and global? Well if so, then OneOffice might be a module you could make use of.



Note the dashboard parts to the left of the main window. We can ‘pull’ data from any ODBC compliant dataset to suit your individual requirements. As it is context sensitive, the dashboards interact with the main window and change as you scroll up and down.

You can also set different users to see different information depending on their role within your business.

Next year we plan to run several master classes to be held in Leicester. So if you want to gain a deeper knowledge of all things Global, then book on one of these when the dates become available. We will be covering such topics as “Management Information and Reporting” and “Database Structures – for all you budding report writers”. Not only will these equip you with the knowledge to get the most out of your software, but also gives you the opportunity to talk to other people to see how they use the systems we provide. If you have any topics you would like covering then just let me know and I’ll try and pencil them into the schedule. I will be sending out a flyer with a detailed course breakdown, dates and prices, in the new year, so watch out for these.

The linen web interface is also nearing phase 1 completion, but I’ll let Paul tell you all about that.....

It just leaves me to say have a very good Christmas and New Year, and I hope I’ve left you both *needing* and *wanting* the new software.



RUDE OLPH!



There... that got your attention didn't it?! No viral social media videos here I'm afraid but I assure you that the clean cut version is on his way – only if you've been good of course!

Is it really that time again already?! I sit writing my winter 2011 article in surroundings slightly different to those previous (new office of course!), however I look out the window and conditions are rather different to this time last year! Mr Sun is shining, the sky is blue and the ground is dry. A far cry from the snows of late 2010 though I'm sure we've that to come at some point!

A very interesting project I've been working on for some time with John and Carillion is a portable USB "dongled" solution which provides secure copyright protection for PDF files. It's taken longer than we'd originally hoped having been misled and poorly supported by one line of investigation. However we now have a fully functional solution available for the Microsoft Windows platform which enables us to supply the PSA range of hardback books in computerised PDF format. This offers time saving search functionality however blocks processes such as print and print screen. Matching security codes are applied to both the PDF file(s) and the security dongle. The file(s) can be stored on any media – such as CD/DVD, hard drive or network however they will only open with the teamed USB device connected to your computer. Unlike other similar sounding solutions one major plus point for our product is that all our licensing is device/file(s) specific so not reliant on an active Internet connection and associated web based accounts to validate the use any secured file(s). The solution is not just tied to PSA so can be used on any PDF format filing system so this project might also benefit your own company documentation. You supply us with documents that require securing and we can provide you with a distributable/saleable package that includes all the required hardware and software. Please contact me for further information.

One final point to note is that as the cost of pretty much everything increases we are pleased to confirm that our rates STILL stay the same! Into 2012 hourly, daily and travel charges will remain the same as they were during 2011... and in fact many years previous!

So I leave you with best wishes for Christmas and New Year. Have a good one and I hope Santa brings you all you wanted!

Gavin@barcellos.co.uk



2 IN 1 CHRISTMAS QUIZ

Answer the 20 questions below, then find the answers in the word search on the next page

1. Which of the wise men was said to have brought the gift of gold for the baby Jesus?
2. What changed in 1752 which caused England to have a White Christmas less frequently thereafter?
3. Traditional in Germany at Christmas, what sort of food is stollen?
4. In Victorian England what people were popularly called robins because of their red uniforms?
5. Christmas Island, in the Indian Ocean, is a territory of which country?
6. Which Christmas condiment is made from fruit sometimes referred to as marshworts?
7. Who composed the music known as The Nutcracker Suite, for the Christmas themed ballet The Nutcracker, premiered in St Petersburg, 1892?
8. In the song 'The Twelve Days of Christmas', how many swans were a-swimming?
9. In which country does Santa have his own personal postcode HOH OHO?
10. The surname Chandler derives from the making or selling of what?
11. The song White Christmas was performed in which 1942 film?
12. Name the original eight reindeer from the 'Twas the night Before Christmas' poem? (1 point for each correctly named reindeer)
13. What colour are the berries of the mistletoe plant?
14. In the 1946 film, 'It's a Wonderful Life', what's the name of George Bailey's guardian angel?
15. What is New Year's Eve called in Scotland?
16. What Christmas item was invented by London baker and wedding-cake specialist Tom Smith in 1847?
17. Which country did St. Nicholas come from?
18. From which country does the poinsettia plant originate?
19. How many points does a snowflake have?
20. What is the name of the cake traditionally eaten in Italy at Christmas?

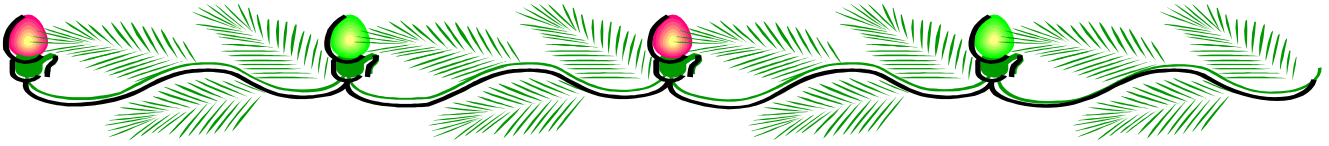
2 IN 1 CHRISTMAS QUIZ

Now find the answers in the word search

E	C	U	P	I	D	Y	N	A	X	C	A	N	D	L	E	S	K	F	I
R	D	L	L	D	O	N	N	E	R	B	R	T	Y	I	P	Y	R	O	L
L	V	R	E	K	C	A	R	C	S	A	M	T	S	I	R	H	C	Z	Z
J	R	T	P	W	R	E	H	S	A	D	Z	Z	U	D	G	Y	O	R	E
T	V	J	A	O	R	C	A	N	A	D	A	H	Y	B	Y	A	N	E	C
A	V	W	A	E	Y	J	R	K	A	Z	R	H	C	G	E	L	Z	C	N
D	J	G	C	B	K	O	A	A	I	L	A	R	T	S	U	A	A	N	E
I	L	N	U	E	S	N	C	E	C	K	E	Y	M	L	E	I	J	A	R
J	A	I	X	Z	V	N	L	I	C	P	X	V	K	U	N	V	H	R	A
D	Y	M	T	W	O	I	S	F	X	C	V	O	T	H	O	I	W	P	L
X	R	S	X	B	K	Y	C	A	L	E	N	D	A	R	T	X	N	K	C
R	L	O	I	L	I	A	I	A	Y	K	M	C	L	U	T	E	P	N	V
I	W	F	S	I	A	D	O	N	K	A	K	S	E	V	E	N	C	N	V
O	H	D	Q	T	H	I	D	Y	Z	E	N	Y	B	E	N	W	O	E	V
H	I	Y	T	Z	C	L	Y	E	O	F	Y	A	A	I	A	Y	M	M	U
C	T	B	F	E	T	O	O	D	Z	J	F	N	M	R	P	L	E	T	G
L	E	G	D	N	X	H	F	B	O	E	P	M	I	G	X	Y	T	S	V
E	Y	E	K	R	U	T	U	I	F	S	X	N	Y	S	O	J	O	O	F
M	H	E	C	U	A	S	Y	R	R	E	B	N	A	R	C	H	G	P	P
P	G	B	R	Q	E	X	L	F	B	J	G	P	M	K	W	J	B	X	F

1. Melchior, 2. Calendar, 3. Cake, 4. Postmen, 5. Australia, 6. Cranberry sauce, 7. Tchaikovsky, 8. Seven, 9. Canada, 10. Candles, 11. Holiday Inn, 12. Comet, Cupid, Dasher, Dancer, Prancer, Vixen, Donner, Blitzen, 13. White, 14. Clarence, 15. Hogmanay, 16. Christmas Cracker, 17. Turkey, 18. Mexico, 19. Six, 20. Panettone

AND FINALLY



We hope you have enjoyed our Christmas Newsletter. If there is anything you have found of interest just email the person noted at the bottom of each article.

Office hours during the Christmas period:

26th December – CLOSED
27th December – CLOSED
28th December – 9:00am to 1:00pm
29th December – 9:00am to 1:00pm
30th December – 9:00am to 1:00pm
2nd January – CLOSED
3rd January – Normal Office Hours

**PLEASE NOTE: The following staff are contactable after 1:00pm until 5:00pm
on 28th, 29th & 30th December, on the following mobile numbers: -**



Nick	07702 471212
Paul	07713 740145
Mark	07702 074406
John	07973 313614

