

Worthys Festival 2011

MINUTES Steering Group

19.30 on 17th November 2010 at Harwood Place Community Room

Present:

Jane Rutter(JR), Natalie Newman(NN), Mandy Read(MR), Gloria Francis(GF), Johanna Owens(JO), Peter Byford(PB). Robert Fellows (RB), Jan Towle (Guides)

Apologies:

Malcolm Prince(MP), Dave Bennett(DB), Chris Read(CR),

Para	DETAIL	ACTIONS
BUSINESS		
1.	Constitution The constitution was officially formalised at the AGM on 13 th September.	
2.	Bank Account – Treasurer Malcolm will approach the Bank for an update regarding the opening of the account for the Worthy Festival.	MP
3.	Insurance Provision of £400 will be requested to cover requirements. To be included in the budget. Kings Worthy Parish Council has had a response from its insurers. They will extend the current policy for events which are the responsibility and organised by the Council. The Parish Council will be invited to consider adopting some events for this insurance cover.	MP JR
FINANCIAL [Treasurer – Malcolm Price]		
1.	Grants & Sponsors New leaflet – Treasurer name has been changed and the leaflet updated (Launch Party ad has been removed as it has now happened). Robert Johnston to go ahead with applications for sponsorship from the Lottery and WCC. Parish Councils could be sponsors – PC members invited to make enquiries.	JR JR to instruct RJ All PC members
2.	Financial Supporters Group is needed to help with sponsorships and grants. Suggest volunteers.	All
MARKETING		
1.	Marketing Plan A Marketing Plan is required.	MP & JR

	The AGM presentation was very well received and will be re-used. Costs for printing the programme will be obtained from Alan.	JR
2.	Website Link is www.theworthys.org.uk/festival.html Each new set of minutes will be forwarded to Dennis Curling (Worthys webmaster) for publication on the website	NN
3.	Marketing work group Group is needed to physically market advertising space in The Festival Programme. Suggest volunteers. Pamphlets will be delivered by Max Francis to all the residents in the Worthys – remuneration agreed. Brightly coloured gazebo can be erected at each event as information desk.	All
EVENTS		
1.	Launch Party [Peter Byford] – 13th November 2010 The AGM was very successful and thanks are recorded to the following: <ul style="list-style-type: none"> To Peter Byford and the Worthys Sports & Social Club for providing a fine venue plus wine and nibbles. To Gloria Francis for making the first batch of bunting for the festival and organising a demonstration for interested bunting makers. To Malcolm Prince for an excellent presentation slides which attracted lots of attention. To Jane Rutter for her chairmanship of the meeting and presentation of the Festival Plans. 	
SUPPORTING ACTIVITIES		
1.	Festival Project Plan Project Plan to be prepared a little later. Malcolm Prince has prepared basic plan for all event organisers – to be handed out at our discretion.	All
2.	Gaps & Ideas <ul style="list-style-type: none"> Johanna investigated interest in the Festival at Merrydale Respite, Cornerways Day Centre, Woodhams Farm Day Nursery, The Grove (Open Coffee Morning – date tbc), Kings Worthy Pre-School, Bubbles and Tubbies. All positive – Toddler group activities. Joint Monthly Lunch Club. Still considering possibilities. Steve Brine (Conservative MP) to be approached to assist with sponsorship. Willing to assist where he can. Contacts in the HCC & WCC have provided contacts and pointers. Accutec owners live in KW and willing to be a 'friend of the festival'. They are also willing to support the Car Jamboree All catering establishments to be encouraged to have a Festival Menu. Sparsholt College have expressed enthusiastic support and are talking through various ideas with Mandy and Gloria including possible wood 	JO JR JR JR

	<p>carving demonstration on Church Green.</p> <ul style="list-style-type: none"> Local Fish & Chips Van is willing to service event as long as it does not conflict with his schedule. Have copy of schedule Sparsholt Hog Roast – possible. Possible Camp Fire on the Green – Jan Towle <p><u>Note:</u> The Worthies Sports & Social Club will be celebrating its 40th Anniversary during September 2011 – the same time as the festival!</p> <p><u>Note:</u> All halls will be available at no charge during the festival for events.</p>	NN
3.	<p>Decorating the village</p> <p>Robin Cook representing the Scouts is open to discussion for the erection of banners and bunting. Suggest that parents of Rainbows (under 7 girls) assist.</p> <p>Jan Towle will try to find some old Guide Flags to use.</p> <p>Public to be encouraged to make bunting and decorate their gardens. Gloria has set up a group to make bunting.</p> <p>Link on website to YouTube instructions on making your own bunting.</p> <p>Jean Lee to be contacted to ask about the suppliers of Fete banners</p>	<p>RC</p> <p>JT</p> <p>GF</p> <p>CR</p> <p>JO</p>
FESTIVAL PROGRAMME		
Opening Weekend Saturday 17th		
All weekend	<p>On the Church Green</p> <p>A Festival Information Centre on Church Green will be erected for the first weekend and dismantled overnight, to be run in co-operation with the Neighbourhood Watch.</p> <p>Mandy to chat to Sarah White (PC Chair) to confirm their agreement to the above.</p> <p>Robert Fellows will arrange the manning of the centre and the promotion of Neighbourhood Watch</p>	<p>MR</p> <p>RF</p>
am	<p>Community Coffee Morning [Robert Fellows]</p> <p>Following the success of their recent Headbourne Worthy community coffee morning, Robert Fellows to approach the Good Life about arranging a similar event for the Festival, and any other ideas they may have.</p>	RF
13.00	<p>Family Fun [Johanna Owens] –</p> <p>BFG team have decided to have a break for 2011. Church Green therefore does not currently have an event - except the first weekend Information Centre and possible Sparsholt College event.</p> <p>The Mini Music Festival is to be extended to include family fun earlier on to take up the activities which the BFG event would have provided.</p> <p>Clown is suggested – Juggling Jake (Jackie Porter has details).</p> <p>Scouts have a climbing apparatus.</p> <p>Face Painter (Peter B)</p> <p>Clown – Juggling Jake – to be approached. Contact details from Jackie Porter.</p>	<p>PB</p> <p>JO</p>
16.00-	Community BBQ & Music Festival [Johanna Owens]	

	School Arts [Johanna Owens] Jane to make contact – this might be combined with Arts .	
Day tbd	Recital / concert [Johanna Owens] 1. Concert has potential of raising a good sum of money for church funds – they need a new organ - as per Peter Symonds concert recently – if advertised in church. Day tbd 2. Seeking large home with a piano for the Recital. There will be a minimum donation (£10) plus contribution to the supper. Roger Owens on the piano will be a great draw. Jane R has possible contact to approach.	JO JR
Day tbd	Jazz Evening [Jane Rutter] To approach the Cart and Horses and discuss their possible participation.	JR
Wed 14-16.00	TA Community tea [Gloria Francis & Mandy Reid] TA agreed in principle to provide a Bring & Buy Tea – venue to be confirmed – probably Community Room. Suggestion to invite the Ghurkhas again - will make contact. Also to contact the British Legion. Possible Car Boot Sale for funds.	GF All
Tbd	Quiz [Peter Byford] Rounds of quiz evenings, culminating in the finals during the Festival. Peter to decide on structure and days and times to be decided. Eleanor Hamblin to be contacted.	PB PB
Finale Weekend Saturday 24th		
11.00	Car Jamboree at Eversley Park Afternoon [Chris Read]	
11-13.00	Tubbs Green Children's Event [Gloria Francis with Cllr Jackie Porter] This will include Skate Board lessons. Juggling Jake has been reserved. Hot Dogs, Burgers and Squash for sale.	
14.00 tbc	Fun Run [Malcolm Prince] Ideas so far: A race would be expensive on road so it will be kept to the park. Possible 2 km focussed on young people. Adults' race up to 5 kilometres. Cost low. Printed certificates. Medals might be Olympic 50p piece. MP reported positive interest from people of all ages. Circuit to be decided. NB Football field will be busy.	
16.00	Fancy Dress Car Cavalcade [Dave Bennett? tbc] 2 Routes will be discussed with PC Robin Tebbs. Route to end at King Charles Pub. Robin Cook (Scouts) obtained info regarding requirements for closing the roads and associated costs. Liaise. Require some adults as stewards – need to ensure that safety is paramount. Possible Rangers involvement.	MR MR JT

17.30	Community BBQ & Fireworks (?) at King Charles [Robin Cook] Fireworks subject to complicated regulations and dependent on big sponsorship for that. Round Table have provided the name of a certified Fireworks company. Rotary possibly to provide helpers. Pub are very positive and helpful.	JR
Finale Weekend Sunday 25th		
1.	Pet Show [Mandy Reid] 22 Classes with certificates and medals instead of rosettes. Venue – Eversley Park. Mandy will contact all the vets for possible sponsorship. Need to get preliminary list of events scheduled for Eversley Park to present to the Parish Council. Sparsholt College will bring dog team to present an agility demo and a stand to advertise the college.	MR JR
17.30	Festival Choral Evensong [Johanna Owens] Cathedral Girls Choir agreed to participate. Tea to be arranged for the choir.	JO
AOB		
1.	Robin Cooke (from Scouts) and Jan Towle (Guides) to be invited to next meeting. British Legion would like to be involved (contact Tony Dowland). Link into Community Tea.	JR GF
2.	NN to simplify business plan for Fun Run.	NN
3.		
NEXT MEETING		
	Wednesday 19 th January 2011 at 19.30 at same venue – Harwood Place Community Room Key People to be invited: Robin Cooke (Scouts), Jan Towle (Guides), Representatives from King Charles Pub and Car & Horses Pub, Tom Andrew-Power (mini Football)	

Minutes of meeting certified correct

Signed:

Chair: Jane Rutter

Treasurer: Malcolm Prince

Secretary: Natalie Newman