

Worthys Festival 2011

MINUTES Steering Group 19.30 on 27th April 2011 at Harwood Place Community Room

Present:

Jane Rutter, Malcolm Prince, Gloria Francis, Johanna Owens, Robert Fellows, Perry Kingsnorth, Carole Lawes, Claire Welland, Sue Tinkler

Apologies:

Peter Byford, Mandy Reid, Lisa Norgate-Campbell (Headbourne Worthy Parish Council)

Para	DETAIL	ACTIONS
FINANCIAL REPORT		
	<p>Grants, Sponsors, Fundraising, Budget</p> <p>There is £1494 in the Festival account.</p> <p>The recent flyer that went out with the Parish News cost £135.</p> <p>Bacardi will be paying direct for the Fireworks.</p> <p>The table top sale was very successful and raised £230.20.</p> <p>More 'Friends of the Festival' are needed to raise some income, although it is expected that the events will be self-funding.</p>	
HEALTH AND SAFETY		
	<p>The Round table and Rotary are to be asked to help marshal the Music Festival and Fireworks. Some concerns have been raised over the Music Festival, but the Police are now involved – Peter Byford has a meeting with the Co-ordinator.</p>	
MARKETING AND PRESS RELATIONS		
	<p>Lisa Norgate-Campbell has agreed to organise the advertising in the programme. 20 pages of advertising need to be sold in order to meet the costs of printing. It was discussed that a whole page should cost £150; ½ page £70 and ¼ page £40. The middle 8 pages will contain information about the Festival. The full colour programme will be delivered to 2000 homes in Kings Worthy, Abbots Worthy and Headbourne Worthy.</p> <p>Jane is to find out what advertising Tesco and Bacardi would like in return for their generous donations to the Festival and to do Bacardi press release.</p>	JR
PROVISIONAL FESTIVAL PROGRAMME		
Wed 7.30pm	<p>Quiz (Peter Byford)</p> <p>Kevin Ashman is hoping he can do it but won't know until 6 weeks before. A contingency is needed.</p>	

Sunday	<p>Arts (Sue Tinkler and Johanna Owens)</p> <p>It was suggested that Open Studios may work well at the same time as Open Gardens, but the studios would be open all day on the Sunday.</p> <p>Please let Sue know of any studios or artists in the Worthies.</p> <p>Sue has spoken with Julie Mullane (Head of KW school) to discuss the school's contribution to the Festival and it may do something in conjunction with Arts Week in June. Further discussions needed. Johanna to set up meeting at school.</p> <p>Johanna to ask the Camera Club to record the Festival in pictures throughout the week.</p>	JO JO
Sat 24th 11am	<p>Car Jamboree</p> <p>This is going very well. David Spurling will continue to be contacted.</p>	MR
Friday 23rd 8pm	<p>BBC Radio 4 Any Questions from Kings Worthy School</p> <p>This will be a live broadcast from the school hall with an audience of 250.</p> <p>There were a number of issues discussed:</p> <ol style="list-style-type: none"> 1. There will be a chair shortfall. Can they be borrowed from other halls around KW? 2. A team of 6 stewards will be needed as car park attendants, seat ushers and for the meeting and greeting of the celebrity panel. Would the school PTA be willing to do this. 3. Trained First Aiders will be needed. 4. A post-programme party for invited guests will be funded by the Festival. <p>The BBC will provide posters and Claire will do a press release and control the ticket allocation. A wide audience is needed.</p>	
SOPHIE'S IDEAS		
	<p>The various ideas were discussed, but it was thought that as there were already so many family events in the Festival, no more could be added.</p> <p>However, an art competition for children may be combined with the School arts project.</p>	
CHURCH AND VILLAGE FETE		
	<p>Kings Worthy Parish Council are having a stall at the fete selling Pimms. The proceeds of this are going to funding the Festival. Thank you Parish Council.</p> <p>There will be a large Festival banner to raise awareness of the Festival.</p> <p>There will be the opportunity for people to come and talk to the Steering group about the Festival and see information about the events.</p> <p>Residents will also be able to sign up for various events e.g. Quiz, Concert etc.</p> <p>Children will be able to design their own piece of bunting at the stall. Malcolm is going to provide the chairs and table. Plain fabric and fabric pens will be needed.</p> <p>Jane, Johanna, Carole, Mandy, Gloria and possibly Sue are available to man the stall.</p>	MP
AOB		
1.	Rob to follow up Beer Festival idea with Steve Haigh	RF
2.	The band playing at the Jazz evening at the Sports and Social Club on Thursday have contacts with another Jazz Band to follow up. Perhaps they could play at the King Charles between the parade arriving and fireworks.	PB
3.	Johanna to contact Woodhams and KW Pre-school to discuss bunting decorating.	JO

NEXT MEETINGS		
	<p>Wednesday 25th May 2011 at 19.30 at same venue – Harwood Place Community Room.</p> <p>Wednesday 15th June 2011 at 19.30 at same venue – Harwood Place Community Room.</p>	

Minutes of meeting certified correct

Signed:

Chair: Jane Rutter

Treasurer: Malcolm Prince

Secretary: Johanna Owens