

# Worthys Festival 2011

## MINUTES Steering Group

19.30 on 19<sup>th</sup> January 2011 at Harwood Place Community Room

### Present:

Jane Rutter, Malcolm Prince, Natalie Newman, Mandy Read, Gloria Francis, Johanna Owens, Peter Byford, Robert Fellows, Carol Laws,

### Apologies:

Dave Bennett, Chris Read

Jan Towle (Guides), Tom Andrew-Power (Mini-football ), Robin Cooke(Scouts)

Para	DETAIL	ACTIONS
<b>BUSINESS</b>		
1.	<p><b>Bank Account – Treasurer</b></p> <p>A bank account has been opened at HSBC with £60 from a sponsor at the Launch Party - kindly donated by Ken Stratton of Kimball Smith.</p> <p>Some forms to be completed by the secretary.</p>	<p>Info</p> <p>MP, NN</p>
2.	<p><b>Insurance</b></p> <p>Jackie Porter will be asked to check insurance cover for public buildings and the related costs</p> <p>The Kings Worthy Parish Council will be invited to consider adopting some events for this insurance cover.</p>	<p>JR</p> <p>JR</p>
<b>FINANCIAL</b>		
1.	<p><b>Grants &amp; Sponsors</b></p> <p>Robert Johnston to go ahead with applications for sponsorship from the Lottery and WCC.</p> <p>Need to get sponsors – spread sponsorship form around at shops, spread by word of mouth, mention in the programme, other advertising to be considered, all Steering Group members to approach 6 persons.</p> <p>KW Parish Council will have staff at the Church &amp; Village Fete on 30<sup>th</sup> May to sell Pimms. The profits will go to the festival.</p> <p>Discussions are underway to gain a sponsor the fireworks.</p> <p>Further sponsors needed. JR to send Presentation slides to PB.</p>	<p>JR to discuss</p> <p>All</p> <p>Info</p> <p>JR, MP</p> <p>JR</p>
2.	<p><b>Financial Supporters</b></p> <p>Group is needed to help with sponsorships and grants. Suggest volunteers.</p>	<p>All</p>
<b>MARKETING</b>		
1.	<p><b>Marketing Plan</b></p> <p>A Marketing Plan is in process.</p> <p>Costs for printing the programme will be obtained from Alan.</p>	<p>MP &amp; JR</p> <p>JR</p>

2.	<p><b>Website - <a href="http://www.theworthys.org.uk/festival.html">www.theworthys.org.uk/festival.html</a></b></p> <p>Each new set of minutes will be forwarded to Dennis Curling (Worthys webmaster) for publication on the website in *.pdf format.</p>	NN
3.	<p><b>Marketing work group</b></p> <p>Group is needed to physically market advertising space in The Festival Programme. Suggest volunteers.</p> <p>Pamphlets will be delivered by Max Francis to all the residents in the Worthys – remuneration agreed.</p>	All JR
<b>SUPPORTING ACTIVITIES</b>		
1.	<p><b>Festival Plans</b></p> <p>Project Plan to be prepared a little later.</p> <p>Malcolm Prince has prepared basic plan for all event organisers – to be handed out at our discretion.</p> <p>Progress Sheet has been distributed and all organisers should complete by the next meeting. If more sheets are required, email Jane.</p>	All Steering Group
2.	<p><b>Gaps &amp; Ideas</b></p> <ul style="list-style-type: none"> <li>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.</li> <li>Steve Brine (Conservative MP) to be approached to assist with sponsorship. Willing to assist where he can.</li> <li>Contacts in the HCC &amp; WCC have provided contacts and pointers.</li> <li>Local Fish &amp; Chips Van is willing to service event as long as it does not conflict with his schedule. Have copy of schedule</li> <li>Sparsholt Hog Roast – possible. To arrange meeting with Sparsholt College.</li> </ul> <p><u>Note:</u> The Worthies Sports &amp; Social Club will be celebrating its 40<sup>th</sup> 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>	JO JR JR Info GF
3.	<p><b>Decorating the village</b></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>	RC JT GF CR JO
<b>PROVISIONAL FESTIVAL PROGRAMME</b>		
<b>Opening Weekend - Saturday 17<sup>th</sup></b>		
<b>All weekend</b>	<p><b>On the Church Green</b></p> <p>A Festival Information Centre on Church Green maybe 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>	MR

	Robert Fellows will arrange the manning of the centre and the promotion of Neighbourhood Watch.  Possible Camp Fire on the Green – Jan Towle  Robert Johnson & JR meeting with Pre-School who need to raise money to buy new equipment for their new building. Might use the Church Green to raise awareness.	RF
<b>am</b>	<b>Community Coffee Morning [Robert Fellows]</b>  The Good Life are interested in holding a coffee morning with a <i>festival special</i> on the menu.	RF
<b>13.00</b>	<b>Family Fun [Johanna Owens]</b>  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.  Liaise with Pre-School to collaborate.	PB, JO
<b>16.00-19.00</b>	<b>Community BBQ &amp; Music Festival [Johanna Owens]</b>  Sent band contact details to Peter B.	NN
<b>Opening Weekend Sunday 18<sup>th</sup></b>		
<b>12-15.00</b>	<b>Street Parties [Natalie Newman]</b>  Formulate action plan for Street Parties to hand out to organisers. Identify green areas on plan.  Elan Court will hold one party.  Headbourne Worthy Parish Council will organise a tea party.  Poster to be created for posting at the Worthies Club asking for Street Party organisers. Send digital to PB  Approach following: King Charles Kings Close	NN          NN  NN
<b>09.45</b>	<b>Civil Service at St Marys Church in morning [Johanna Owens]</b>  Civil Service and Evensong (final weekend) agreed – Giving thanks to contributors to the community. Invite representative to the next meeting.	JO
<b>13.00</b> (3-4 hrs)	<b>Mini Football Tournament [Peter Byford]</b>  Invite Mr Tom Andrew-Power to next meeting.	PB
<b>14-17.00</b>	<b>Open Gardens [Carol Laws]</b>  Identification of potential gardens in process. Any suggestions to Carol.	
<b>19.30</b>	<b>Village Concert</b>  Claire Goodwin and Laura are organising the concert. They will be invited to attend the Steering Group meeting after Easter.	JR & NN
<b>Weekdays</b>		
<b>Day tbd</b>	<b>Flower Festival</b>  St Swithun's PCC to consider a Flower Festival and/or a guide around the grounds which are of Scientific Interest. Guides available within church.	
<b>Day tbd</b>	<b>Arts [Natalie Newman]</b>  Jill Bentley is co-ordinating the creation of a new 'hanging tapestry'. The theme will be the historical Worthys. The hanging will be worked on during the Festival in the committee room of the Tubbs Hall, and hopefully displayed in its finished form at the 2013 Festival.	

	Sue Tinkler to be contacted regarding another 'Arts' event.	JR
<b>Day tbd</b>	<b>History &amp; Photography [Johanna Owens]</b> Mr Alec Fry of 22 Springvale Road – Tell 882288 -has lived here since 1960. His son is compiling booklets of the history of the area with photos. He has also suggested a 'History Walk' and is willing to lead a walk.	
	<b>School Arts [Johanna Owens]</b> Jane to make contact – this might be combined with <b>Arts</b> .	
<b>Day tbd</b>	<b>Concert [Johanna Owens]</b> 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.	JO
<b>Day tbd</b>	<b>Jazz Evening [Jane Rutter]</b> Venue – Social Club. Jazz Band is arranged.	
<b>Wed 14-16.00</b>	<b>TA Community tea [Gloria Francis &amp; Mandy Reid]</b> Venue will probably be Community Room with the involvement of the Ghurkhas. Possible Car Boot Sale for funds.	GF
<b>Tbd</b>	<b>Quiz [Peter Byford]</b> Rounds of quiz evenings, culminating in the finals during the Festival. Kevin Ashman to be approached for availability.	PB
<b>Finale Weekend Saturday 24<sup>th</sup></b>		
<b>11.00</b>	<b>Car Jamboree at Eversley Park Afternoon [Chris Read]</b> Possibly appropriate for the Fish & Chips Van. Details to be emailed to Mandy.	NN
<b>11-13.00</b>	<b>Tubbs Green Children's Event [Gloria Francis with Cllr Jackie Porter]</b> Juggling Jake has been reserved. Hot Dogs, Burgers and Squash for sale and Skate Board lessons.	
<b>14.00 tbc</b>	<b>Fun Run [Malcolm Prince]</b> The races will be limited to the park. Medals might be Olympic 50p piece.	
<b>17.30</b>	<b>Festival Choral Evensong [Johanna Owens]</b> Cathedral Girls Choir agreed to participate. Tea to be arranged for the choir.	
<b>Finale Weekend Sunday 25<sup>th</sup></b>		
<b>10.30</b>	<b>Pet Show [Mandy Reid]</b> 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.	MR JR
<b>16.00</b>	<b>Fancy Dress Car Cavalcade [Dave Bennett? tbc]</b> 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.	MR MR

	Possible Rangers involvement. Accutec owners live in KW and willing to be a 'friend of the festival'. They are also willing to support the Car Jamboree. Need more sponsors.	JT MR, CR MR
<b>17.30</b>	<b>Community BBQ &amp; Fireworks (?) at King Charles [Robin Cook]</b> Fireworks subject to complicated regulations and dependent on big sponsorship for that.	
<b>AOB</b>		
<b>1.</b>	British Legion would like to be involved (contact Tony Dowland). Link into Community Tea.	GF
<b>2.</b>	Invite representative from St Swithuns for the Flower Festival event to next meeting.	JR
<b>NEXT MEETING</b>		
	Wednesday 16 <sup>th</sup> February 2011 at 19.30 at same venue – Harwood Place Community Room. Key People to be invited: Robin Cook (Scouts), Jan Towle (Guides), Representatives from King Charles Pub and Car & Horses Pub, Tom Andrew-Power (mini Football), PC Tebbs or name PCO to be Festival Rep	

Minutes of meeting certified correct

Signed:

Chair: Jane Rutter .....

Treasurer: Malcolm Prince .....

Secretary: Natalie Newman .....