

Worthys Festival 2011

MINUTES Steering Group

19.30 on 20th October 2010 at Harwood Place Community Room

Present:

Jane Rutter(JR), Natalie Newman(NN), Mandy Read(MR), Gloria Francis(GF),
Johanna Owens(JO), Malcolm Prince(MP), Peter Byford(PB).
Robin Cook (Scouts Rep)

Apologies:

Kathryn Foley(KF), Denis Welstead(DW) (Rotary), Dave Bennett(DB), Chris
Read(CR),

DETAIL	ACTIONS
1. BUSINESS	
<p>1.1. Constitution</p> <p>Launch party will be the AGM to formalise the constitution.</p> <p>The constitution was formally agreed and will be adopted with the amendment to clarify that Martyr Worthy is not part of this community. Abbots Worthy, Headbourne Worthy and Kings Worthy included.</p>	
<p>1.2. Bank Account - Treasurer</p> <p>Bank account to be opened in the name of the committee.</p> <p>Kathryn has reluctantly resigned from the committee due to personal commitments. Letter to Kathryn thanking for efforts so far.</p> <p>Malcolm has been appointed as Treasurer – proposed by Johanna Owens, Mandy Read seconded. Malcolm will limit his role to book-keeping & accounts.</p> <p>Signed copy of minutes for the Bank Account to be opened at Barclays Bank. Send signed copy of constitution to Jane for forwarding – pdf.</p> <p>Peter Byford is formal member of Steering Group. Update Contact list.</p>	<p>MP</p> <p>NN</p> <p>NN</p> <p>NN</p>
<p>1.3. Insurance</p> <p>Info received from Hyde suggested that £200 should cover requirements.</p> <p>To be included in the budget.</p>	<p>MP</p>
2. FINANCIAL [Treasurer – Malcolm Price]	
<p>2.1. Grants & Sponsors</p> <p>New leaflet – Treasurer name to be changed.</p> <p>Robert Johnston to go ahead with applications for sponsorship from the Lottery and WCC.</p>	<p>JR</p> <p>JR to instruct RJ</p>

Parish Council could be a sponsor.	JR
<p>2.2. Financial Supporters</p> <p>Group is needed to help with sponsorships and grants. Suggest volunteers.</p>	All
3. MARKETING	
<p>3.1. Marketing Plan</p> <p>Malcolm has started building a rolling presentation for the AGM. Fifty inch screen is available in the lounge of the Sports Club.</p>	
<p>3.2. Website</p> <p>Link is www.theworthys.org.uk/festival.html</p> <p>Email contact details for Dennis Curling (Worthys webmaster) is on the website</p>	MR & CR
<p>3.3. Marketing work group</p> <p>Group is needed to physically market The Festival Programme. Suggest volunteers.</p> <p>Pamphlets will be delivered by Max Francis all the residents in the Worthys – remuneration agreed.</p> <p>Brightly coloured gazebo can be erected at each event as information desk.</p>	All
4. EVENTS	
<p>4.1. Launch Party [Peter Byford] – 13th November 2010</p> <p>Jane and Malcolm will complete presentation for continuous play on TV screen.</p> <p>Information desk to be manned by at least 2 members of the Steering Group – getting names of potential ‘friends of the Festival’, handing out leaflets, lists for names of people who would like to participate or contribute to the Festival.</p> <p>Borrow badge making machine from LibDem to create badges for ‘friends’ and to sell.</p> <p>Possible bunting-making demo at the AGM – Gloria & Mandy to consider.</p> <p>AGM from 18.00, then informal party onwards. Preparation at 15.00 for Steering Group to set up the venue.</p> <p>Peter to confirm that venue is not occupied. Sports Club to provide initial glass of wine and nibbles.</p> <p>Jane to purchase sweets and give-aways</p> <p>Email formal invite to all the contacts originally interested.</p> <p>Press release in the Chronicle.</p> <p>Agenda for AGM is required: 1. Formal Acceptance of Constitution. 2. \List of Officers and Steering Group Members. 3. Presentation of Festival.</p> <p>Notice on Web Site. All residents of the Worthies are welcome</p>	<p>JR</p> <p>Who??</p> <p>JR</p> <p>MR, GF</p> <p>All</p> <p>PB</p> <p>JR</p> <p>JR</p> <p>PB</p> <p>NN</p> <p>JR</p>

5. SUPPORTING ACTIVITIES	
<p>5.1. Festival Project Plan</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>	All
<p>5.2. Gaps & Ideas</p> <p>Johanna investigated interest in the Festival at Marydale Respite, Cornerways Day Centre, Woohams Farm Day Nursery, The Grove, Kings Worthy Pre-School, Bubbles and Tubbies. All positive – Toddler group activities. Joint Monthly Lunch Club. Still considering possibilities.</p> <p>Steve Brine (Conservative MP) to be approached to assist with sponsorship. Willing to assist where he can.</p> <p>Contacts in the HCC & WCC have provided contacts and pointers.</p> <p>Acutech owners live in KW and willing to be a 'friend of the festival'. They are also willing to support the Car Jamboree</p>	<p>JO</p> <p>JR</p> <p>JR</p> <p>JR</p>
<p>5.3. Decorating the village</p> <p>Robin Cook from Scouts is open to discussion for the erection of banners and bunting. Suggest that parents of Rainbows (under 7 girls) assist. Jan Towle to be requested to assist with bunting. Send her copy of minutes.</p> <p>Public to be encouraged to make bunting and decorate their gardens. Gloria to try to set up a group to make bunting.</p> <p>Link on website to YouTube instructions on making your own bunting.</p>	<p>RC</p> <p>NN</p> <p>GF</p> <p>CR</p>
6. FESTIVAL PROGRAMME	
6.1. Opening Weekend Saturday 17th	
<p>6.1.1. Family Fun [Johanna Owens]</p> <p>BFG team have decided to have a break for 2011. This is now a gap in our schedule and Church Green will not have an event.</p> <p>Bouncing Castle can be used at the Sports Club/Eversley Park. Also to ask the owner of the slide if he is willing to help.</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>Any other ideas welcome.</p>	<p>?</p> <p>PB</p> <p>All</p>
6.1.2. Community BBQ & Music Festival [Johanna Owens]	
<p>6.1.3. On the Church Green</p> <p>Big Tent with bunting as Festival Information Centre – possible, but potential for vandalism</p>	
6.2. Opening Weekend Sunday 18th	

<p>6.2.1. Street Parties [Natalie Newman]</p> <p>Elan Court will hold one party.</p> <p>Ideas will be welcome and try to contact and suggest people holding street parties.</p> <p>Formulate action plan for Street Parties to hand out to organisers. Identify green areas on plan.</p> <p>Can be varied to suit residents e.g. tea party for more senior residents</p> <p>Headbourne Worthy Parish Council will organise a tea party.</p> <p>Approach King Charles re party.</p>	<p>All</p> <p>NN</p> <p>NN</p>
<p>6.2.2. Civil Service at St Marys Church in morning [Johanna Owens]</p> <p>Civil Service and Evensong agreed.</p>	
<p>6.2.3. Mini Football Tournament [Peter Byford]</p> <p>Make contact with Mr Andrew-Power</p>	<p>PB</p>
<p>6.2.4. Open Gardens</p> <p>Michael Edwards will not be able to co-ordinate Open Gardens due to health issue.</p> <p>Need to find another co-ordinator.</p>	
<p>6.2.4 Village Concert [tbc]</p> <p>Clare Goodwin to be invited to next Steering Group meeting to report back on the village concert.</p>	<p>JR</p>
<p>6.3. Weekdays</p>	
<p>6.3.1. Arts [Natalie Newman]</p> <p>Jill Bentley is prepared to produce a new 'handing tapestry', like the one in the Church Porch. A possible site for it eventually is the School. Jane will speak to the temporary head next week. 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.</p> <p>Arrange for all the 'arty' folk together to coordinate activities (first via email). HCC Arts trail list of contacts.</p>	<p>JR</p> <p>NN</p>
<p>6.3.2. Photography [Johanna Owens]</p> <p>Contact name in the back of the Parish Magazine. Possibly combined with History group and exhibit in the Tubbs Hall.</p>	
<p>6.3.3. History [Johanna Owens]</p> <p>Pamela Johnston is contact for History Group.</p> <p>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. Might be of interest.</p>	

<p>6.3.4. School Arts [Johanna Owens]</p> <p>Jane to make contact</p>	
<p>6.3.5. Recital / concert [Johanna Owens]</p> <p>Concert has potential of raising a good sum of money as per Peter Symonds concert recently – if advertised in church.</p> <p>Seeking large home with a piano for the Recital. There will be a minimum donation (£10) plus contribution to the supper. Roger is willing to be part of team.</p> <p>Jane R has possible contact to approach.</p>	JR
<p>6.3.6. Jazz Evening [Jane Rutter]</p> <p>To approach the Cart and Horses and discuss their possible participation.</p>	JR
<p>6.3.7. TA Community tea [Gloria Francis & Mandy Reid]</p> <p>TA agreed in principle to provide a Bring & Buy Tea – venue to be confirmed.</p> <p>Suggestion to invite the Ghurkhas again - will make contact. Also to contact the British Legion.</p> <p>Possible Car Boot Sale for funds.</p>	Gloria All
<p>6.3.8. Quiz [Peter Byford]</p> <p>Rounds of quiz evenings, culminating in the finals during the Festival. Peter to decide on structure.</p>	PB
<p>6.4. Finale Weekend Saturday 24th</p>	
<p>6.4.1. Car Jamboree at Eversley Park Afternoon [Chris Read]</p>	
<p>6.4.2. Tubbs Green Children's Event [Gloria Francis]</p> <p>Arrangements: Saturday 11am to 1pm including Skate Board lessons. Juggling Jake arranged. Hot Dogs, Burgers and Squash for sale.</p>	
<p>6.4.3. Fun Run [Malcolm Prince]</p> <p>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 version up to 5 kilometres. Cost low. Printed certificates. Medals might be Olympic 50p piece.</p>	
<p>6.4.4. Fancy Dress Car Cavalcade [Dave Bennett? tbc]</p> <p>To discuss with PC Tebbs and gain info from HCC</p> <p>Robin Cook obtained info regarding requirements for closing the roads and associated costs.</p> <p>Require some adults as stewards – need to ensure that rules are abided.</p>	RC/JR
<p>6.4.5. Community BBQ & Fireworks (?) at King Charles [Robin Cook]</p> <p>Fireworks subject to complicated regulations and dependent on big</p>	JR

<p>sponsorship for that. Round Table have provided the name of a certified Fireworks company. Rotary possibly to provide helpers.</p>	
<p>6.5. Finale Weekend Sunday 25th</p>	
<p>6.5.1. Festival Choral Evensong [Johanna Owens] Cathedral Girls Choir agreed to participate.</p>	
<p>6.5.2. 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. And possible wood carving demonstration – possible on Church Green.</p>	<p>MR JR</p>
<p>7. AOB</p>	
<p>7.1. 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.</p>	<p>JR Gloria</p>
<p>7.2. NN to simplify business plan for Fun Run.</p>	<p>NN</p>
<p>8. NEXT MEETING Wednesday 17th November at 19.30 at same venue – Harwood Place Community Room.</p>	

Minutes of meeting certified correct

Signed:

Chair: Jane Rutter

Treasurer: Malcolm Prince

Secretary: Natalie Newman