

MINUTES



Date of meeting : 3rd October 2022
Attendees : Jeremy Murfitt (JM), Julie Bromell (JB), Kathryn Allan (KA), Alan Darby (AD), Jenny Darby (JD) Andrew Clark (AC), Cathie O'Donnell (COD), Tim Henshall (TH)
Apologies : Sarah Roberts (SR)

1. Financial Update

- JB provided update, with current bank balance c£28,000 (with c£20k allocated to roof repairs).
- Grant for the Jubilee celebrations yet to be received

Actions points :

- JB to chase grant payment

2. Produce Show

- Event was reviewed including category entries v previous years (up in non-produce sections, down in produce classes, largely due to adverse weather).
- Overall the event was seen as a success – especially 83% increase in participants.
- Agreement that Produce Show is central to village life, therefore it should remain in the calendar regardless of its profitability (in 2022 the event made a small loss).
- The promotional leaflet was well received and had a positive impact on entry levels.

Actions points :

- 2022 Winner images (supplied by JM and JB) to be posted on website 04/10/22 (done).
- Review of 2023 categories – jam/jelly; more crafts; children's categories
- Potential Saturday morning pre-events to provide advice on entering (to increase numbers).
- Appoint Event Coordinator (Jan 2023).
- Trophies to be presented to all winners (for an example, please see www.trophystore.co.uk/sunflower-emoji-trophy-by-infinity-stars-10cm)

3. Quiz Night /Saturday 22nd October at 7.30pm

- TH appointed as Event Coordinator, as well as Compere/Quiz Master for the evening.
- Admission price (£7.50pp) will include entry, one glass of wine, plus food.
- AD's telephone number will appear in all promotional materials and he will provide the central booking service, to coordinate catering numbers.
- Tables will be set up in 6s, with participants allocated to tables by committee if they are not already in teams.
- Additional wine will be available on a 'donation basis', recommended at £8 per bottle, although the option to 'bring your own' will also exist.

Actions points :

- TH to design tickets (05/10/22)
- AD to coordinate bookings and supply emails to TH for e-ticket despatch.
- Cut-off date for bookings is 8pm on Wednesday 19th Oct, to allow for catering numbers.

Contd/

MINUTES



3. Quiz Night /contd

- 15-20 Questions per round - Sports (JB); Topical news (JM); Herbs/Spices (KA); Flowers (AD/JD); General Knowledge (COD); Emblems/Celeb photos (AC).
- Food to be sourced and supplied as follows – Beans (JB); Sausages (buyer AD; prep by KA & COD); Mash (AD & JD); Bread rolls (KA); Sauces (AC); Butter (KA); Tea & Coffee (JB); Wine (JM).
- First prize to be a small shareable gift (AC to source)
- JB to provide raffle tickets with prizes donated by committee members*
- Set up from 6.30pm by all committee members
- *SR/JM/TH to source potential third party sponsors / donors for prizes

4. Supper Evening / Saturday 19th November at 7.30pm

- JM was appointed Event Coordinator (although his attendance on the night is not assured)
- Admission price (£10pp) will include entry, one glass of wine, plus food.
- **Action Points** : TH to design ticket for e-mail despatch
- TH to be 'Guest speaker' with African wildlife behaviour and anecdotes talk (approx 30 mins).
- AC to provide projector, stand and leads etc
- Food - Starter (KA & JB); Main course (Liz Murfitt); Deserts (all committee to supply a crumble / custard (JD) / cream (JB)
- Wine – as per Quiz night

5. Christmas Carol Singing

- **Action points** : KA to supply existing song booklets to TH for design of new version (to be emailed to participants for them to print out their own copies).
- KA to contact Henrietta Barton regarding use of courtyard and supply of mulled wine and mince pies.

3, 4, 5

- **Action point** : TH to design and print promotional leaflet featuring Quiz Night, Supper Evening (and potentially other 'what's on' items).

6. Jubilee Celebrations

- JM & JB highlighted the need for us to consider Coronation celebrations in 2023 (2nd June????)
- **Action Point** : Pencil in early June events to be discussed in January (pending announcements)
- TH to re-circulate the village residents pic via Whatsapp allowing for home printing.
- TH to provide link to website to download higher resolution version.
- TH to organise print for the WLVH.

Contd/

MINUTES



Other business

- *Gents Drinks Evenings* start Monday 10th October at 5.30pm
- *Ladies' Early Doors* is becoming increasingly popular and well attended.
- *West Leake Walkers* to be re-launched by Cathy, with the creation of a separate whatsapp group.
- **Action point** : *Coffee & Cake* hire fee to be reduced to £5/session following discussion on the role it plays in the community (whilst other users such as Pilates, WI etc are commercial ventures).
- **Action point** : SR to contact Live&Local.org (Lesley Gibson – lesley@liveandlocal.org.uk) to understand what size venue is required. WLVH has capacity for 60 seated. What is the cost implication if so, etc.
- Confirmation that Parish Meeting has agreed to fund URL and hosting charges for the village website. **Action point** : TH to invoice Tom Barton
- Village Hall chairs to be replaced. **Action point** : JM & AD to source alternative quotes for max 60 chairs.
- Village Hall roof - JM confirmed that work will be planned for Spring 2023, although no supplier agreed as yet
- JM confirmed the Village Hall defibrillator has been checked and is in good working order.
- AC enquired regarding the actual demographics of the village – all members to consider sources.

Date of next meeting : Thursday 5th January at 7pm