

Woodditton Community Group Meeting Minutes
7.30pm, 15^h March 2023 @ The Three Blackbirds Pub

Attendees

Pete Wylie, Chris Winch, Janet Whelan, Mindy Tidwell, Trisha Highton, Debbie Wylie, Liz Stellmacher, Matt Stellmacher, Vicki Sanderson, Simon Woodward, Kim Brown, Tony Welland, Mike Hewitt, Jules Armour, Tim Leigh, Tony White, Alan Collins, Amanda Collins, Kieren Hurry, Jacky Boase

Events Group governance matters

The drafting of the two required governance documents was discussed, and the Constitution and the Equality & Diversity Policy documents were approved.

The name of the group was agreed to be the 'Woodditton Community Group'.

In addition, Chris Winch presented several logo alternatives, and a Woodditton Community Group logo design was agreed.

Finance Summary

Current bank balance - £619.67

Donations received to date – 7

Additional general funds from Spring Fling Supporter ticket sales - £115

Deficit of current cash reserves to current financial commitment - £350.

General insurance cover for events is now in place.

Card Reader

No change from last meeting.

Users of the reader will need a small amount of introductory training, plus be registered as users and install the Card Reader App on their phones.

It is anticipated that the card reader will be used at the Spring Fling.

Fundraising

A number of funding opportunities were discussed, listed below.

Parish council request - £500 (now approved by the Parish Council)

Gredley Charitable Trust

Stetchworth Estates/Farm – Matt Stellmacher enquiring.

Grant to National lottery

Direct donations

Raffle tickets

Sponsorships
Tesco tokens

Sunflower competition

Owners – Alan and Amanda

Event date – To start in March, but progress to be reported on and shared throughout the year. £1-£2 per seed kits

Go live at the end of March.

Judging September.

Bingo

Owners: - Trisha and Debs

Event Date: - March 23rd

All organisation in hand. The event is currently sold out.

More prize donation for prizes needed.

The Three Blackbirds have donated a bottle of wine and shots for prizes

Spring Fling

Owners: -Tess and Trisha

Event Date: - April 28th - 7-11pm

Granary barns. Booked

Ticket £5 (adult), or Supporters ticket £10 with £5 being donated to general event funds, children 18 and under free.

Ticket sales reported as follows: -

Standard ticket sales - £325

Supported ticket sales for general events funds - £115

It was agreed that a raffle would be organised to raise funds for the Coronation Street Party

Food truck. Booked

DJ booked at a cost of £450

Village Clean Up

Event owner: - Matt Stellmacher

Event date: - March 18th - 10am at pub

Coronation Street Party

Event owners: - Pete Wylie, Chris Tidwell, Simon Woodward

Event Date: - May 6th

Bouncy castle – booked - £400 budget.

SA band – Booked – Assume £200 donation.

Food truck – Booked.

Ice cream van to book

Flyer - Al to design

Peroni Bar – Kieren to manage.

Pub Quiz

Event owners: Al and Pete

Event date: - 22nd June

Open gardens

Event Owner: - Jules Armour

Event date: - TBA

Village Fete

Event Owner: - Tony White

Event date: - 1st July

Cheese and wine night

Event owners: - Tess and Vicki

Event date: - Sept 29th

Discussed prices

Pub Quiz

Event owners: Chris Tidwell and Simon Woodward

Event date: - 10th August

Conkers Competition

Event owner: - Chris Winch

Event Date: - 8th October

October Bingo

Event owners: - Deb and Trisha

Event date: - 19th October

Autumn Ball

Event Owners: - Tess and Trisha

Event date: - 4th November

Christmas Pub Quiz

Event owners: - Kim and Toby

Event Date: - 30th November

Christmas Dinner

Event owners: - Chris Tidwell, Simon Woodward

Event Date: - 8th December

Christmas Carols

Event owners: - Jacky and Janno

Event date: - 22nd December

AOB

Discuss event income split with pub. Action - Simon Woodward.

Simon raised the need for the Event Organiser template to be used when managing any event as a guide. It was stressed that event budgets need to be signed off by the Events Group prior to any commitments being made.

Mike Hewitt offered to provide a platform where Events Documents can be stored and made available for download for general use and reference.

Tony White polled for a volunteer to be Church bookkeeper. The volunteer would need to have Charity Accounting experience. Anyone interested to make contact with him.

Jules Armour polled for views on the village applying to the National Best Street awards. The meeting was very supportive of the proposal and Jules will take this forward.

Meeting Ended 8:36pm