

## Minutes of events meeting held on Tuesday 5<sup>th</sup> June 2007 at Thringstone Community Centre

**Present:** Nita Pearson, Lorraine Whitehurst, Sandie and Tony Newton, Pam Clayfield, Ray Neal, Geoff Walker, Ann Petty, Ella Roberts, Jan Cufflin, Chris Mellor, Pam Porter, Janet and David Stevenson

**Apologies:** Margaret Smith

2.	Minutes of the last Meeting	Action
	<p>Agreed</p> <p><b><u>From last minutes</u></b></p> <p><u>Crisps</u> – Janet Stevenson has bought crisps for the event and doesn't want paying for them. Ray Woodward has been informed.</p> <p><u>Car parking</u> – Joe Smith was not at the meeting. NP to email Joe to confirm that all is in order for the scouts to manage car park. Jan Cufflin confirmed that cars can also park at the Methodist Church. The icecream man will be on the car park, as will his generator and the blow up hammer game he says he will bring. He says he will donate some of his profits back to FOT.</p> <p><u>Sponsors</u> – All sponsorship monies have been collected in, making a total of £245, with £10 coming from Tony Newton not previously expected. Kay has said that she will donate her profits back to FOT for the henna painting. It was agreed that all people who donate money back will get a thank you in the next newsletter.</p> <p><u>Toys to borrow</u> – Ann Petty confirmed that all is arranged for the toy display</p> <p><u>Master of Ceremonies</u> is now confirmed as Ray Woodward</p> <p><u>Publicity</u> – Articles have appeared in Leicester Mercury 25<sup>th</sup> May and Coalville Times 1<sup>st</sup> June. Coalville Times have said they will do something nearer the event if there is also a photo opportunity. It was agreed that we have a board opposite Morrison's entrance so people queuing to get back into the main road will see it when they are waiting. NP will have a word with Bernard about some wood, and produce the signage. Nita has already arranged with Bernard Lee to provide 8 roadside signs so that information can go on them at both entrances to the village. The signs will be spaced at intervals so drivers will read Thringstone Fete, Saturday 30<sup>th</sup> June, 11am – 4pm, Free. Nita will provide the wordage and put signs up. Pam Clayfield said that Wendy Jones at the Council is OK with such signage going up as long as it isn't up for days in advance. Geoff Walker reduced the existing poster to A5 size and gave a copy to NP to run off some leaflets. These will be distributed at the next meeting.</p> <p>Ray Neal wondered whether we could have some printed carrier bags, but it was decided this was too late to discuss and would in all probability be too expensive, but maybe could be considered for other years. Lorraine said it might be an idea to put something on the picnic bags, but it was agreed that whatever is considered in the future needs to be biodegradable.</p> <p>Nita has arranged for an A3 size poster to go in the Council Offices. Nita has done a list of 35 places where posters can go. Bernard has already agreed to put up the 9 posters earmarked for public houses in the vicinity.</p> <p>Lorraine kindly handed out copies of the poster to members of the management committee of Thringstone Community Centre at the</p>	<p>NP</p> <p>NP</p> <p>NP</p>

<p>recent AGM.          NWLDC provided us with 25 posters run off free of charge. Nita has run off the remainder on her computer.          List is below:  <b>Posters to be put up:</b>  <b>Pubs</b>          George and Dragon )          Thringstone Member's Club )          The Fox ) Bernard Lee to put these up          Rose and Crown )          Queens Head )          Oak in Whitwick )          Whitwick Sports and Social Club ) Nita to put this up          Man Within Compass )          Hare and Hounds ) Bernard Lee to put these up          Polly Burton's )  <b>Shops</b>          Capelli's Hair Design )          Village Green Hair Studio )          Gary's on The Green ) Chris Mellor to put these up          Post Office )          Ruby's )          Kay's – Nita has already done this          Body Toning Emporium, Clover Place – Jan to put this up          Jen's Barbers, Market Place, Whitwick )          Chemist in Whitwick )          Café opposite Chemist in Whitwick ) Nita to put these up          Petrol Station ) Nita to put this up  <b>Others</b>          Community Centre ) Lorraine to put this up          Whitwick Historical Society Ann to put this up          Gracedieu Cricket Club Sandie to put this up          Thringstone Primary School Ella to put this up          Scouts Hut Joe to put this up – Nita will arrange          GP surgery in Whitwick )          Hermitage Leisure Centre, Whitwick ) Nita to put these up          Chapel Fitness Centre )          St Andrew's Church )          Whitwick Church ) Jan to put these up          Methodist Church )          Ashby Tourist Information Centre/library )          Coalville Library )          Smithard's Bakery ) Geoff Walker          Geoff Walker's Fence )          Hood Park Leisure Centre, Ashby )          Moira Furnace tea room )</p> <p>It was agreed that Jan Cufflin also put up a poster at the playgroup run in the Miners' Welfare building, and at Swannington Church. She will get posters herself to do this.          Nita will provide 3 more posters for Sandie to distribute around Shepshed, and will provide Pam Clayfield with three posters for Swannington School, New Swannington School and Storey Arms, plus another poster for Chris Mellor for The Meadows, making 7 posters required.          Information on the event has been posted to the NWLDC's What's On website page and also to the National Forest website page  <u>Leaflets</u> – should we have some?  <u>Stall layout</u> – Lorraine has done a stall layout. Chris Mellor has decided not to have a stall and is working with the WI on their stall</p>	<p>NP</p> <p>NP</p> <p>Ray Woodward</p>
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	<p>instead. It is possible that the play group from the Community Centre may also have a stall. Lorraine will make a permanent copy of the stall layout to give to the information stand on the day.</p> <p><u>Newsletters</u> – FOT members have started to deliver their newsletters, and all will be delivered by the time of the event</p> <p><u>Walks brochures</u> – the third trail leaflet was distributed. Ella said that she might like copies of the brochures at school. Nita will liaise with Ella over how many she wants.</p> <p><u>PA system</u> – Ray Woodward is dealing with this, but it was mentioned that the PA system should also cater for music to be played so that this is all done in one area. NP will ask Ray about this, failing which we will see if there is anybody else who can do a PA system which deals with music issues.</p> <p><u>Information Point</u> – Nita has contacted artists and told them to report to the information stand. We will need some signage for this. Nita will do something on this, possibly with the help of Tony Newton</p> <p><u>Presentation/promotion packs</u> – Nita has done 25 of these packs, and also has run off extra copies of the June newsletter to give out. Supplies of the walks brochures will be made available, and a free copy of everything will be given, by Ray Woodward, to The Squire de Lisle after the opening ceremony. It was agreed that promotion packs only be given out to people who have already said they want to join. Ella said that she would run off a further 50 copies of these packs, and would email Nita when they are done.</p> <p><u>Stalls are now:</u> FOT, Information, WI, FOHH, Jan Cufflin/St Andrews, Police, Whitwick Historical Society, Henna.</p> <p><u>Raffle prizes:</u> These are now 2 family swim vouchers for Hermitage and Hood Park Leisure Centres, 2 nightdress case, 2 quilted cushions, 1 Faberge-type egg, 1 litre whiskey, 1 75cl whiskey, 2 bottles wine, and from Lena Ashton 2 cuddly toys, bottle wine, bottle spirits and a florist's voucher. George and Dragon will provide a raffle prize, but need reminding.</p> <p><u>Gazebos</u> – FOT is having a gazebo from Geoff Wilson, Ian and Maggie are providing a gazebo for the information stand, WI have one gazebo and will be arranging to get another. Lorraine will provide a brolley for the henna painting, together with a table and 4 chairs. Jan Cufflin is bringing her own gazebo. Nobody knew whether Whitwick Historical Society of FOHH have a gazebo organised.</p> <p>Front of centre – serving teas on the grass is OK</p> <p><u>Banners</u> – Two banners from Ella's husband were shown to the group and greeted by a round of applause. It was agreed that one banner be kept by Sandie and Tony Newton for the stall at PIP and the Gracedieu Event. The other banner was taken by Janet Stevenson to show to Stella at The Oak, as it was agreed that the Oak would be an ideal site for the other banner. If she agrees to put one up, after the Gracedieu event, Sandie and Tony will give their banner to Janet to take to the Oak. If the Oak are against having a banner, Chris Mellor will ask the people at The Meadows. Nita said that she had agreed further publicity with The Coalville Times to involve the banner, and once one was available and up, she would contact Kush at the Times offices for a photoshoot.</p> <p><u>Volunteers</u> – At the last FOT meeting a request was made for volunteers. Most said they were coming, and it is therefore hoped that these people will also be available as volunteers.</p> <p><u>T shirts</u> – Ray Neal said there had been a delay with the t shirts, but it was hoped these would be available for 17<sup>th</sup> June for PIP. The t shirts will now have the logo in black and white only with red writing across, rather than full colour as hoped.</p>	<p>NP</p> <p>NP</p> <p>ER/NP</p> <p>JS/TN/CM</p> <p>RN</p>
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<p><b>3.</b></p>	<p><b>Other Issues</b></p> <p><u>Information signage</u> - It was agreed that Lorraine provide Nita with a list of signage needed, such as toilets etc., and then we discuss this at the next meeting</p> <p><u>Event programme</u> – It was agreed that we didn't need one if there were sufficient posters scattered around the site.</p> <p><u>Children's dancing</u> – Ella confirmed that the children were practicing for the event, and would be doing a similar selection of dances at the school event on 16<sup>th</sup> June. Children will be dancing in groups of 4 and 8, and will be stage managed by Ella and Jo Kinsey.</p>	<p>LW</p>
<p><b>4</b></p>	<p>AOB</p> <p>Ray is looking at weeding round the banking on Millbank and also on Drury Lane so that the village looks at its best for the event, given that we have a litter pick already arranged.</p> <p>PIP – Sandie gave vehicle passes to Pam Porter to pass onto Simon for the delivery of plants, and to Bernard. It has been agreed that plants for the stand be delivered to Ray Neal by Thursday 14<sup>th</sup>, but if that presents any problem, Sandie will sort it. The stand at PIP will be near the main stage, near to toilets, and the rota is sorted.</p> <p>Gracedieu event – Sandie has sorted the gazebo and banner, and is liaising with the people from Friends of Gracedieu over helper passes etc. Parking will be at Gracedieu Manor School.</p> <p>Litter pick – There will be a litter pick from The Green at 10.30am on Saturday 10<sup>th</sup> June. The area to concentrate on will be Main Street, near the school and The Green. Pam Porter will do ad hoc litter picking in the woods area, as will Chris Mellor. Sandie has arranged with Annie Walker from NWLDC to deliver supplies of bags and gloves to keep the group going for several litter picks. The pick up points for the litter pick will be the usual 4 places only.</p> <p>Chairs – Lorraine is providing some chairs for the Punch and Judy man who will go on the car park area.</p> <p>Next meeting agreed for 19<sup>th</sup> June at 6.45pm at Thringstone Community Centre</p>	