

# **Minutes of event meeting of Friends of Thringstone held at Thringstone Community Centre on 27<sup>th</sup> September 2007**

**Present:** Nita Pearson, Sandie Newton, Ray Woodward, Rowena Summers, Ann Petty, Pam Clayfield, Geoff Walker, Maggie Smith, Lorraine Whitehurst, Ray Neal

**Apologies:** Pam Porter, Tam Bream, Janet Stevenson

## **Christmas Party on 6<sup>th</sup> December**

Ray reported that he had received little response from people on what food they intended to bring to the event. So far it seems we need people to think of sandwiches and pasta or rice dishes, as most other things, including pork pies, had been covered.

Nita said that she would email people again to remind them that we needed to know about this as soon as possible, as although it seems a long way ahead to talk about a Christmas party, we have other things to organise, and this could be easily sorted.

## **Christmas Craft and Gift Fayre**

Stalls - All charity stallholders had a letter 2 weeks ago confirming their place, and the set up/take down times and about parking. A similar letter, which also explains the need for people who have booked stalls to turn up as we have a 'reserve list' of other interested parties, has been sent to remaining stall holders. Sandie has also spoken to most of them by telephone, Ray has spoken to Joan Bainbridge who is selling hand made cards, but we are still unsure whether the Retired People's Fellowship are coming, and what they are selling.

The Methodists are doing a version of wine and water, using lemonade rather than wine.

A letter has gone to the wine merchant explaining that he cannot offer tasters, but only sell unopened wine and other gifts.

Most of the craft stalls are paying either £10 for their stalls or giving a donation. It was agreed that Nita, Ray and Sandie walk through the areas at the centre after the meeting to work out if extra stalls could be put in, as two other craft people had contacted us to ask to be involved, these being a lady selling wooden puppets and children's toys, and a lady selling jewellery items.

Lorraine confirmed there was no reason why stalls couldn't also go in the House Lounge, and Tony Newton's signage could make sure that people didn't miss out that area.

As Pam Porter was not at the meeting, we did not know what was happening with her gift pack idea, but Nita said that the cuddly toys she'd got, which were all new, were quite large, and could not be used for this.

Geoff Walker said that the calendars were now printed, were being bound and would be available shortly. Ray W and Sandie have been seeking orders from local people and businesses, as well as members being reminded by email that they needed to order their calendars, but any spares could be sold on our stall. There are currently around 45 calendars pre-ordered, out of a stock of 100.

Gracedieu Priory will be selling Christmas cards.

Choir and handbell ringers - Geoff Walker expressed concern that some of the music group belonging to the church choir did not know about the event, and agreed to talk to everybody about the choir's involvement.

We know that the handbell ringers are already practising for their slots.

It is proposed to ask both handbell ringers and choir to consider doing one slot downstairs as previously agreed and one slot upstairs on the stage area.

Insurance - Ray had received information on the insurance aspect of the event, and it will be £100 with the insurance being through Events Insurance.Com who specialise in such things and who we used before. This gives the group £1 million indemnity in case a member of the public gets injured at the event, but does not cover stallholders. They should have their own insurances. The discounts the company offer only come into play if you have a significant number of events to insure, so are not applicable to us.

School involvement - The Primary School were keen to get some of the children's artwork displayed at the event, and we had agreed with them that someone from our group would go to every school event, where possible, including their own Christmas Fayre,, and we would link with them on everything we do. In return, the school are sending us a PDF copy of all their newsletters, and we had agreed to put this on our web site.

Opening the event - Mike Jones the chairman of Leicestershire County Council will be opening the event, and will probably do this from the upstairs stage. We do not have a microphone for this, but it was agreed that, with prior warning, most people could then be upstairs for the official opening.

Santa's coming - Santa and his elves and a grotto will be at the event, and they will be on the stage area. This will feature heavily in the advertising.

Posters and advertising - Sandie has already agreed with Mike Statham to design an A board advert to go outside on The Green as advertising. Nita has arranged for the event to be advertised on the National Forest Website, on NWLDC's What's On and on the School Radio Programme operated from Warren Hills. She has today spoken to Kursh who used to work for the Coalville Times and now works for BBC Radio Leicester, and agreed to keep them informed, and had also passed Kursh's contact details on to Lorraine so that they could promote the Centre Stage and Film Shows at the centre. She will also contact Echo, Coalville Times and Mercury.

Because of lack of contact from the vicar about helping us with the poster, Nita has asked John Smith to come up with something which will also use our new logo. Once this is done, we can use it for flyers as well as posters. It had been agreed at a previous meeting that the posters would be in the same amount as those distributed for the summer event, and the same people would deliver to the same venues, excluding those which were hostile last time.

Scouts - Nita had spoken to a lady connected with the scouts yesterday, and discovered that the scouts were thinking of doing a charity day on the same day as our craft and gift fayre. This seemed a good idea, and would link the activities already going on outside (fairground organ, food sales, possible wreaths and trees if sourced and possible outside furniture from a connection at Ulverscroft Priory) to the scouts and to the event as a whole. Nita is waiting for information back from the lady which can then also be put on the website, and had agreed to use any information provided to add to our existing plans for promotion.

Hamper and raffle prizes - Earlier on in the week, Ben Stanley from Blackbrook Longhorns had met with Sandie, Ray and Lorraine, and it had been agreed that he stand outside cooking, but have a chilled meat counter for uncooked meat sales

inside, near to the wine gentleman. Ben had offered to give a joint of meat for the hamper, but it was agreed that we needed more donations. Ray W is donating some alcohol, and some marmalade, some pickles and a Christmas pudding have already been offered. Ann Petty is going to bring a Christmas Cake for the raffle, and is also making some knitted Christmas snowmen for either the raffle or our stall. We already have cuddly toys and candles for our stall, some pottery items and other small items such as picture frames, but it was agreed that Nita send an email around to all members to ask if they could help with items for our table, with raffle prizes and with donations for the hamper.

Newsletter - Nita is already working on the newsletter to be distributed in November in which the fayre will be advertised. Ben Stanley is advertising in that newsletter and there is a possibility of another advert from a local electrical firm who have spoken with Nita.

Website - All craft fayre people's cards, where we have them, are now on the craft fayre page on Our Projects on the website. Ben Stanley in particular is impressed with this.

### **Summer Event 2008**

School - As stated above, Thringstone County Primary want to be involved, but not actively as our event falls at the wrong time of the year for them. We will be attending their summer event to display our booklets etc., and Nita has agreed to do a blue plaque walk around the village for them.

Museum Service - Snibston Discovery Park have expressed an interest in coming along, as they have memorabilia from the Whitwick Pit Disaster. They are undergoing changes, and will talk with other museum people about this.

Stands, entertainment and sponsorship- Ray W is going to talk to Chris Matchett, confirm with Whitwick Historical Society and continue to look for sponsors. There was considerable discussion about a best pet stall, and Nita said that people had suggested an area where other items could be judged, like vegetables etc. The problem with that is that we could then end up with a mini agricultural show. Sandie is still working on finding someone who can judge any animal that was entered from something small to a larger animal, without there being a need for separate sections per animal/breed.

With regard to sponsorship, so far letters have been done to the Quarry, Mason's Chemist, Morrison's HQ, Swithland Water, Lubcloud Dairy, P&R Building Supplies, and Quiet Storm. Ray W said there were others still to try. Ray N suggested we look to get sponsorship from Severn Trent, and he would supply us with a contact for there. Sandie suggested we try Clarke Rubicon who are now at Bardon. Nita has asked Tam Bream whether there is any possibility that Fisher German could consider sponsorship, but has had no reply as yet.

The lady who was going to do pony rides last year but then couldn't come may still be interested, and Sandie and Ray are going to contact her to discuss this.

Ann Petty gave Rowena several names of people whose families are connected with the Whitwick Pit Disaster to follow through.

Event opening - Lorraine passed Nita the address of Mr Gore-Brown who is connected with the Booth family to write to and ask if he would be interested in opening the event.

**Date of next meeting: Thursday 25<sup>th</sup> October 2007 at the usual place and time, subject to agreement from Lorraine.**