



The Friends of Thringstone

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Visit our website at: www.friends-of-thringstone.org.uk

Minutes of meeting held at Thringstone Community Centre on Thursday 31st July at 6.45pm

Present: Nita Pearson, Sandie Newton, Maggie Smith, Jan Cufflin, Tracey Foulds, Ray Woodward, Ray Neal, Bernard Lee, Roy Hill, Pat Elderfield, Ann Petty, Pam Porter, Lorraine Whitehurst, Tony Newton.

Apologies: Janet Stevenson, Geoff Walker, Pam Clayfield

George and Dragon Event 16th August 2008

The group have been asked to take part in this village music event which aims to raise money for 3 local charities. We have agreed to do a stand, selling plants which Ray Neal has, between 11am and 2pm. Further details are not known, but Ray, Tony, Nita and Sandie have offered to help with the stand. We will be using the gazebo and it is understood that tables will be provided. We need further volunteers to help, but none put themselves forward at the meeting. If you are able to help, please contact Nita direct.

Heritage Event 6th September 2008

Site plan – Sandie had brought the site plan for everybody to look at. Nobody wanted any alterations other than to turn round the position of the bouncy castle, so that mats could be put around the outside of this equipment for health and safety reasons. It was believed that Whitwick Historical Society, Chris Matchett, John Dickinson/Ann Petty, and Snibston Discovery Park all need tables in the heritage tent. Sandie has 7 tables available in that area in total, and people using the tent will sort themselves out as to who goes where.

Nita is to contact the recycling people at NWLDC to say that they have an 8' space and need to bring their own gazebo.

Nita will also ask Ben Stanley if there is any chance that he can bring his stuff to the event early.

Briefing pack – Nita has produced a 12 page briefing pack, and read out to the meeting details of the titles covered. Once the site plan has been provided and numbered up, this will be added to the briefing pack, along with the risk assessment and a copy will be given to the people manning the Lost Children/FOT stall so that they can refer to procedures in the event of needing to do so because of a lost child or other event, like fire or accident.

Within the briefing pack are details of what everybody is expected to do, including our volunteers, and a comprehensive guideline on what to do in the event of a lost child (2 adults need to be involved).

Nita, Ray Woodward, Tony and Sandie Newton will all have duties on the day and will have the walkie talkies.

People who are volunteering to help outside will be provided with florescent vests to wear, and one nominated person working behind the FoT stall will be given the cash bag to wear. That person will then hand it over to the next volunteer coming along, so that the cash is never left in a place where it could be purloined.

Jan was asked about the rota for people to man the FoT stalls, and there were a few gaps still to fill, but some people did put themselves forward to help who were not already on the listings.

Letters to Stall Holders/those yet to pay – Letters have gone out to all stallholders, and where they are expected to pay £10, this has been mentioned.

Some people are paying on the day, and others are yet to pay.

A copy of the up to date list will be given to Tony as treasurer on the day so that he can go and collect monies due.

A further letter will be sent to all stall holders telling them about parking at The Methodist's church. It is believed that 10 cars can park there with ease.

Parking for volunteers/other parking – There will be no parking at all at the Community Centre, other than disabled parking, and all the promotion and posters make this clear.

It would be appreciated if volunteers do not leave their cars nearby on the day. If they are bringing things to unload, it would be appreciated if they would move their cars away from The Green in particular, to allow parking there.

The Police have indicated that double parking on The Green is not to be recommended.

Parking problems – We are expecting there may be problems for people parking, and Nita agreed to ask the scouts if they could provide 4 people to stand up by the corner of The Green, near the Rose and Crown car park, to stop people driving down to the Centre to park, and then finding themselves unable to do so.

Nita will also, at the same time, ask the scouts if they can Hoover out the scout hut, as children will be sitting on the floor, and we need a clean surface for health and safety.

Asking people to come on Friday to set up – It was agreed that Sandie, Ray and Nita would put together a list of local people to ask if they will put their stand up on Friday night. This will both ease traffic on the day and aid in the set up process. Sandie will contact these people and keep others informed of progress. It was wondered whether our own tent should be set up the night before, but there were fears over its safety if this happened, unless someone offered to stay in it. Maybe this might be something that the scouts would do? Nita agreed to try to find out on this. Putting the tent up is a 3 or 4 man job.

Set up on Friday night/Saturday morning – It was agreed that we get to the centre on Friday for 8pm to set up as much as we can at that time, and start on site on Saturday 6th at 7am.

Lorraine will arrange for the centre to be open for us. Those people who offered to help with the set up on the Friday night are Ray Woodward, Ray Neal, Nita Pearson, Sandie and Tony Newton, Roy Hill, Jan Cufflin, Pam Porter, Bernard Lee, Maggie Smith. Brenda Simpson will ask Clive if it is possible for him to put some tables upstairs ready for us to set up on the Friday, and have chairs available as well.

Tent – Ray explained that the original tent was unable to be repaired, and it was proving more or less impossible to get new parts to repair it because we were not the original owners.

Ray agreed to ask Chris Matchett if he could try, as the tent was originally his. Our new tent had arrived a week ago last Tuesday, but was missing some vital elements, and until they were delivered, we were unable to put the tent up.

Discussion took place on how we could get round this if the parts didn't come. The people we bought the tent from think our event is next week, so we are putting a lot of pressure on them to supply the missing parts, but they are referring us to their own supplier. Under the Sales of Goods Act, our contract is with the person who supplied the tent, not the manufacturer, and it was also discussed whether the tent should be returned and a new one requested, or whether, in the event of the missing parts not turning up, we would be best served to make our own alterations, which could potentially cause us difficulties with our own insurance and risk assessments. Ray Woodward is dealing with this.

Posters, newsletters and advertising - Nita has already sent information to local websites, including the new UK websaver group who offer discounts at local shops and supply outlets. These people have been given permission to come along on the day and distribute their own flyers.

Nita will do further promotion to the local media during August. Ray Neal suggested she contact BBC TV weather, as they can often promote things from events. Nita has agreed to do this.

Various people offered to take posters to put up, from the list of suggested places we have used before and other people agreed to deliver some of the spare newsletters to areas around the outskirts of the village. Nita has already delivered copies of the newsletter to The Bull's Head, The New Inn, The George at Coleorton, The George and Dragon and The Rose and Crown. Nita will take some over to Belton, and Sandie offered to take some to places in Shepshed. We still have over 200 newsletters left, and anybody willing to deliver newsletters out of the area should contact Nita direct.

Noise element/risk assessments – The group are concerned over the level of noise and disruption to neighbouring properties, and so Ray Woodward is going to see all local people the week before to talk to them about our event and ask for their co-operation. He will do a risk assessment prior to the event, and also on the day, to ensure that all stall holders and operators conform to our health and safety principles.

NUM banner/flags – Ray Woodward is going to get the size of the banner from the NUM and also find out if the banner comes complete with a pole. At that stage, we can discuss where it will be best placed for safety.

Ann Petty gave Nita some very old Union Jack flags on poles. These have been donated to the group by Lavinia Bonser who used to own The Star. They were found when the property was cleared out, and are thought to be the flags used when village processions took place last century.

Raffle Prizes – Nita has various raffle prizes already donated as detailed in previous minutes. She does, however, require more raffle prizes. Lis Muller and Tony Newton have already said they will donate something, and Pat Elderfield, Churches Together, Ray Woodward, Pam Porter and Bernard Lee also agreed to donate. In an ideal world, these donations need to be received mid month, so that Nita can draw up a list of raffle prizes, get it laminated, and also have a copy available for Carillon Radio, who will help with drawing the raffle at the event.

Site signage – Sandie is liaising with Ella about the alterations to the banner from last summer, so that this can be reused. Mike Statham is still working on the 2 A boards which will go on The Green. Nita has various site signage from last year and other events, but has asked Ray Woodward to provide other signage. If this proves difficult, Ray has been advised to contact Tony Newton for help, as it is important that site signage is adequate and effective. Lorraine pointed out that she did not want signs affixed to the wall with sellotape. Blue tac must be used.

Calendar – Ray Woodward has spoken to Charnwood Publishing, and they may now want a deposit. Ray will talk to them again and if a deposit is required, it will be given to them. We still hope that the calendar will be ready for sale at the Heritage Event.

Snibston Mining Heritage Event

This event is taking place on 20th September and is a full day event. Nita, Tony, Sandie and Ray Woodward have agreed to help, but nobody else has put themselves forward. We need more volunteers to help with this. It is not fair that the same 4 people do this event and the George and Dragon event. Please contact Nita if you are able to help.

Litter Pick

There is to be a national litter pick event into which NWLDC are feeding, during September. Full details are not yet available. Pam Porter will be the liaison on this with NWLDC and sometime during September, a litter pick will be organised to tie in with this event. It is proposed that the group be 'rewarded' for the work on this litter pick with tabards and other things.

Date of next meeting: FRIDAY 29th August at 6.45pm at Thringstone Community Centre. At this meeting we will firm up the volunteers for the Heritage Event, and make sure everybody fully understands their duties for the day.