

MINUTES OF MOULSFORD EVENTS COMMITTEE MEETING
WEDNESDAY 26th JUNE 2019 7.30PM

		Action by
1.	<p><u>Present:</u> Dave (DR) (Chair) Rob Longden (RL) Bernadette (BS) (Secretary) John (JB) Stephanie (SM) (Treasurer) Sarah Elvy</p> <p><u>Apologies:</u> Nigel (NB) Katja (KA) Debbie Gothard (DG) Twinks (TK) Hilary Shaw (HS) Barbara Leslie (BL)</p>	
2.	<p><u>Minutes of the last meeting</u> Agreed no amendments required.</p>	
3.	<p><u>Events Committee Membership</u> Jo Baker has formally handed her resignation from the Events Committee due to her recent election as Chair of the Parish Council. The events committee wish to thank Jo for all her support to the events committee and wish her well.</p> <p>Sarah Elvy has been nominated by the Parish Council to represent the council at Events Committee meetings to ensure a positive communication between the village committees.</p>	DR
4.	<p><u>Previous Actions not covered in the agenda</u></p> <p><u>Quiz Night</u> Confirmed the Pavilion and PA equipment has been booked for ‘The Big Quiz’ on 16th November to be run by the church. Action: Twinks to confirm the church are leading on this event.</p> <p><u>Food Offering – Friday nights</u> Georges is settling into his food provision well on Friday nights and is enjoying providing the service to the village. There has been much positive feedback on his food. The committee are happy with the service he is providing including not using disposable plates/forks etc and being very diligent in clearing away crockery.</p> <p><u>Waste Management</u> – two issues we have is the disposal of the volume of waste (e.g. people do not have transport to take it away or space in their own bins to dispose) and also can we be more ‘green’ in what we are throwing away. Suggestions from Jo – can we sell ‘Moulsford’ reusable hard plastic beer cups? Can we purchase bio degradable cups/glasses? Action: Dave to get a cost for reusable hard plastic cups. Noted that the Parish Council also have waste management on their radar and a representative will likely liaise with all the committees about the subject soon. Action: Bernie to re visit and share previous proposal for bin collections, in particular the costs of collections. In the meantime, we need to encourage re use of glasses throughout the Friday evenings. Action: Dave to produce a poster to put up at the bar encouraging glass re use.</p> <p>Highlighted that smokers in the main discard cigarette ends on the field. Action: Dave to produce a sign to encourage considerate disposal of dog ends.</p> <p>Suggestion from PMC meeting to not put bins out for public use and ask for all waste to be returned to the bar where it can be correctly segregated by the bar staff – agreed that this is likely to cause a bigger burden to bar staff who would need to go and collect rubbish as people would leave it out on tables rather than return.</p>	<p>TK</p> <p>DR</p> <p>BS</p> <p>DR</p> <p>DR</p>

5.	<p><u>Finance – current balance</u> Current Balance - £1036.81 We discussed the current balance and are in agreement by reviewing our financial records that Friday Night socials run at break even and it is not expected to make excess funds. As well as stock costs we also pay hall hire fees in excess of £300 each month. Money transferred to the Parish Council previously has been gained by cumulation over a number of years and by running extra events, including raffles etc.</p>	
6.	<p><u>Friday Night Socials</u> Bar Rota – The committee decided that we will only assign a responsible person to the early shift, and they will then be responsible for briefing the late shift on closing procedures and ensuring they are happy before leaving if required. The committee is of the understanding that none of us are named as licence holders, the licence sits with the venue and therefore one of us does not need to be present at all times. Action: Check the licencing rules with PMC.</p>	BS
7.	<p><u>Moulsfest – 5th July</u> A separate event brief and actions sent to the committee by separate email. The event taking place on 5th July, all actions either complete or in hand.</p>	
8.	<p><u>Wimbledon – 13th July</u> Sweepstake tickets have been on sale, need to sell 80 more. Action: Advertise the sweepstake on Facebook Action: Steph to help on bar duty. Gail Slinger has kindly agreed to make some scones. Action: Dave to ensure adequate bar stock including Pimms and lemonade. Action: Steph to purchase strawberries, mint and cucumber.</p>	RL SM DR SM
9.	<p><u>Autumn/Winter Events</u> Race Night – 18th October. Action: DR and RL to organise/host. Action: Bernie to book Pavilion. Winter socials: 1st Nov, 7th Feb, 6th Mar, 3rd Apr Quiz Night – 16th Nov Xmas Social – 20th Dec</p>	RL & DR BS
10.	<p><u>Parish Council Update</u></p> <ul style="list-style-type: none"> • There is an intermittent roof leak under repair at the Pavilion. • The driveway lighting is under review before going into operational use. • Waste Management is being worked on as a PC project and a representative from each committee is required to discuss and help implement ideas. Action: Rob agreed to be the representative for the Events Committee. 	RL
11.	<p><u>AOB</u></p> <ul style="list-style-type: none"> • Sarah has some games ideas that she would like to share. Action: Send the ideas by email to the committee. • Agreed that on 19th July we will reveal the Table Tennis table at the Friday social to gauge interest with a view to setting up a tournament. Action: BS to ensure has keys to access. • Discussed if we would like to screen the Women’s Football final at the Pavilion however on checking bookings it is already hired out so this will not be possible. • It would be great to encourage some casual committee members to help us out at events, agreed committee members will talk to villagers and try and encourage engagement. 	SE BS
13.	<p><u>Date of next meeting</u> Wednesday 14th August 7:30pm 25th September 7:30pm</p>	

	6 th November 7:30pm 18 th December 7:30pm	
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