

Minutes of the Fairford Festival 15th January 2009

PRESENT: Trevor Hing, Chris Roberts, Heidi Sear-Smith, Louise Hatch, Kevin Smart, Sue Smart, Paul Skinner, Annabelle Plumridge, Neil Plumridge, Kevin Symons, Helen Grosscurth-Curtis, Richard Black

APOLOGIES: Jan Cory

MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on 11th December 2008 were agreed.

CHAIRMAN'S REPORT

TH thanked the committee for meeting and keeping things moving forward in his absence.

TREASURER'S REPORT

No report available this month.

TRUSTEES REPORT

There has been a donation to Kempford School for their Christmas Grotto. Some money may be going to the Pre-school Group. Still money available.

FAIRFORD FESTIVAL 2009

The Ball

A quote has been received from Mudways, at a similar price to last year. Need to check if the VAT rate is correct on the quote.

ACTION: AP

HGC has a friend with a marquee company, Advance Marquees. TH said it would be worth getting a quote for comparison.

ACTION: HGC

Jason has submitted a quote to run the bar this year. Waiting for others.

PS has had information from Classic Catering, prices will be kept reasonable. There will be a two meat option, similar to last year. Ball committee to decide on the details.

HGC knows someone who would be able to design the tickets for free, however we would then need to pay to get them printed. JC's contact at Brize Norton is able to get the tickets printed for free.

There will be an initial sale of tickets at the Bull Hotel on the 7th March, 9 - 10.30am. This will allow people to book complete tables, if required.

Subsequent ticket sales will be seated wherever there are spaces. Need a single person to control the full table reservations - AP volunteered.

KSy will arrange an 0845 number for telephone sales, directed to AP/NP.

ACTION: KSy

Note, subsequently AP has arranged a sales number.

Need to contact Mark at the Bull to arrange the ticket sales morning.

ACTION: TH

Discussion took place regarding ticket prices. Nobody really wants to change the price greatly - certainly don't want to break the £50 point. Price could include a raffle ticket, or a free drink on arrival - this would avoid the early scrum at the bar. Could have a lower price for the first day's sales to encourage early booking. Price needs to be confirmed by the Ball committee before the next meeting.

The band, Locomotion, will be the same price as last year, £1000. Need to send a confirmation letter.

ACTION: TH

Saturday Night

CR reported before the meeting that the Fairford Retained Fire Service want to do an event in the marquee on the Saturday night. They have already booked a band, and it will be a lamb/pig roast as well, similar to 2 years ago. This has been confirmed and agreed by the committee.

Festival Queen

This will be held May Bank Holiday, Monday 4th May. Jan Cory is now working on this.

Diary of Events

When publicising the request for events for the diary in the council newsletter, TH will put KSm as the main contact. The Irish Dancers have already contacted CR, plus some other groups.

Sponsorship

RB is expecting a much tougher year this year, and has doubts about Yoo the Lakes making any contribution.

Raising sponsorship will begin around mid-February.

ACTION: RB

10K/3K Road Race

The road closure application must be made at least 12 weeks before the races.

ACTION: KSy

Zycko have already pledged to sponsor the races.

Dave Smith has responded to the AAA for a provisional booking of the race.

TH has details of the people who do the 10K race timing.

KSy is planning a proper handover meeting with DS.

ACTION: KSy

Suggestion that we have t-shirts for the 3K race entrants? Sizing would be very difficult, in view of the range of people who take part.

Could there be some way of assigning people their position within the 3K race, or even a time.

Dog Show

Eileen and Joan will be organising this.

Publicity

Ongoing with CR.

KSy suggested we approach local churches in some of the villages for delivery.

Could the whole diary go out with the What's On? TH said that the What's On deliveries could be unreliable.

Could there be a single page 'Quick Diary' inserted into the What's On itself?

Logistics

TH has received the insurance renewal notice. It will cost £300 for the Festival week only.

Children's Party

Need to contact the organisers from last year.

Parade

LH to liaise with CR with regard to a handover and organising the parade.

Need a list of possible participants and contact details.

ACTION: CR

HSS would be able to organise trucks, trailers and possibly hay bales for the parade.

Battle of the Bands

The PTA would like to run this event again this year, but TH hasn't had any confirmation yet.

ACTION:TH

Festival Market

AP has emailed Penny Ibbotson regarding organising the Festival Market again. Awaiting a reply.

Sunday Afternoon

Could hold a tea dance on the Sunday Afternoon. SS has a possible contact for this.

ACTION: SS

Some other competitive event might be good for Sunday afternoon, such as a tug of war. Also, a beer festival for local brewers, with a "Battle of the Breweries"?

AOB

Work is continuing on the Fairford Festival web site.

PS needs a deposit cheque for the caterers. NP to send contact details for Scott Mason.

ACTION: NP

TH to supply a copy of last years table layout to AP/NP.

ACTION: TH

Meeting closed at 8:50 pm

NEXT MEETING – 19th February – 7.30pm, the Bull Hotel, room to be confirmed (ask at the bar). Ball meeting will be at 7pm.