

**Minutes of the Trowell Festival Village Committee held in Trowell Parish Hall on Monday 4 August 2015 at 7.00pm**

**Present:** Cllr Mrs S Williams, Chairman  
Cllr Mrs J Bryant, Vice Chairman  
Cllr Mrs L Harley, Cllr Mrs Cumberpatch, Mrs P Hughes, Mrs J McWilliam, Mrs N Potts. Mrs N Fyfe and Mrs C Nisbet attended on behalf of the WI, representing Mrs Wilson.  
Mrs S Pringle, Minutes Secretary

**1. Apologies for absence** - Cllr K Rigby, Mrs B Cobon, Mrs I Cook, Mrs M Fry, Mrs D Bates and Mrs P Wilson.

**2. Declaration of members' interests** - None

**3. To approve minutes of the previous meeting – 29 June 2015**

The minutes of the meeting held on 29 June 2015 were accepted as an accurate record with the following amendment:

Item 6 – Cllr Mrs Harley to be replaced by Cllr Mrs Williams

**4. Matters arising from the minutes:**

**a) Terms of Reference**

It was noted that the amended terms of reference had been accepted by the full Parish Council at their meeting on 14 July 2015.

**b) Temporary Secretarial Cover**

This had been raised at the full Parish Council meeting and it had been agreed that JB and SW would share these duties with help from the Clerk (AM) when required. SP agreed to do as much as possible before going away, including preparation of a poster to go in a special edition of the newsletter and on the website. LH asked that a meeting be set up with AM to ensure clarification of what had been done and what would still need to be addressed.

**5. Xmas Fayre – Update**

SP confirmed that Peter Presto and Santa had been contacted and both were available. Peter Presto's fee was unchanged from 2014.

JB emphasised the need for more volunteers, particularly on the door to ensure people were not admitted before 6.00pm. Help was also needed to ensure safe parking and optimum use of the space available. It was suggested that the Air Cadets from Stapleford might be willing to help out in return for a small donation. SW offered to find contact details.

Enquiries would be made about use of a "clicker" for crowd control, as previously suggested by Alison Mitchell.

JB would provide contact details for Maggie Centre – the chosen charity for 2015.

SW re-affirmed that she would contact local businesses regarding raffle prizes.

Permissions for children to be photographed for subsequent publication would need to be submitted to AM by October for insurance purposes. NP would let AM know the number required so these could be printed on headed notepaper.

Refreshments would be provided as in previous years with TFVC members in the kitchen. WI would not be involved in refreshments but would have their usual stall in the hall.

**6. 2016 Event to commemorate Queen's 90<sup>th</sup> Birthday**

It was agreed that an event should be held to acknowledge this event in line with the various national events that would be held. However, before making any definite plans, it was decided some research was needed into what was being planned within the village and surrounding communities to avoid clashes or possibly link in. Enquiries would be made regarding the WI, school, church and uniform groups. With regard to the WI, it was fairly certain that anything organised by them would coincide with their regular Tuesday meetings.

Confirmation would be sought from AM regarding the terms of reference and whether the amendment now allowed TFVC to link with other organisations, e.g. an event organised in conjunction with the school.

**7. Financial Position to date**

It was noted that the budget statement contained only the amount allocated for the xmas fayre as it had been decided not to hold a summer event in 2015.

**8. Secretary's Report**

There was nothing of note to report.

**9. Date of Next Meeting**

A date would be arranged towards the end of September and members would be notified.

There being no further business, the meeting closed at 7.45pm

Signed..... (Chairman)

Date .....