

## **Oxenhope Millennium Green Trustees Meeting**

### **Minutes of meeting held on 7 September 2015 at 19.30 hours**

**Present:** Ken Eastwood (in the chair), Richard Berry, Andrew Collinson, Chris Coupland, Celia Holmes, Tony Jones, Jeremy Mackrell (until 19.55)

**Secretary:** At the start of the meeting it was agreed that Chris Coupland would take on the role of minutes secretary for the foreseeable future to allow Tony Jones to concentrate on his fund raising activities on behalf of the trust.

**Minutes of the meeting** held on 13 July 2015 were approved.

**Matters arising:** Tony Jones reported that he had replaced the broken panel on the reverse of the noticeboard with 4 mm polycarbon sheet. The front panel was also showing some cracks and he would replace that next year when the latest directory is prepared and ready to be displayed.

#### **Review of 2015 Fete and matters arising.**

**Finance:** Andrew Collinson presented a financial report.

The detailed breakdown was circulated.

The trustees were pleased to note the surplus was £1706.70, an increase of £642.67 on 2014.

This was largely due to the raffle proceeds being over three times more than 2014.

#### **Feedback, observations and improvements**

It was suggested Yorkshire Windpower would be willing to provide future sponsorship of the fete. Tony Jones agreed to contact them.

There was a need for the programme and raffle ticket sellers to be in position by 1 pm at the latest. Some members of the public had been seen to arrive before the official start time of 1.30 pm and therefore had been able to enter without having had the opportunity to purchase the same.

Raffle tickets should be all the same colour.

There was discussion regarding future date of the fete. It was suggested it would be better held earlier in the summer. However following discussion it was agreed to leave it at the third Saturday in July.

There had been a complaint that the loudspeaker clashed with the band. Although the speaker had been switched off when the band was playing it was suggested the

speaker could be moved further away, perhaps nearer the main gate. Tony Jones said he would get advice about this.

The boom(?) mic hadn't worked. Tony would contact the supplier.

It was agreed we should purchase a third new style gazebo. Ken would consult with Jeremy.

Celia would purchase a supply of metal tent pegs.

Richard Berry suggested stricter movements on vehicle access. He proposed no access to the Green after 12.30 pm. He felt there should be a 'site marshall' and volunteered to take on this role. Celia would inform all stall holders and attractions.

Richard also felt that there needed to be a 'Fete Today' sign posted on the day to make it clear to visitors to the village what was happening! This was agreed in principle. Details could be finalised later.

### **Logistics and business continuity arrangements**

It was agreed all trustees should share details of information they hold so as to have it available and accessible to other trustees in the event of their unavailability.

In particular, Celia's vast wealth of detail on the fete organisation and Andrew's financial information.

### **Any other business**

Andrew produced a financial report showing the current position.

He drew attention to the mole catcher contract which would amount to £200 per year, though no written contract had been received as yet.

A horticultural report was also tabled, which drew attention to Himalayan balsam in the YEDL enclosure. Tony Jones agreed to contact them in anticipation of their prompt attendance.

### **Date of next meeting**

Trustees and Fete Committee 15 February 2016 19.30 at 8 West Drive

Trust AGM 7 March 2016 19.30 at (venue to be confirmed)