

Artington Big Lunch – Meeting Minutes

1st May 2019, 7pm @Hollowfield

Attendees:

Clemmie Taft, Roger & Rosemary Musson, Julia Lock, Fiona Clayton, Jacqui Stanford, Liz & Malcolm Lambley.

Apologies:

Christine & George Smith, Jennie Wisher & Lynda Downham

1. Agenda for the event:

- Saturday 22nd June – setup from 11am.
- Sunday 23rd June 2019 – final setup 11am then event start at 1.30pm. ALL SUBJECT TO WEATHER.
- Charles Clayton and/or Paul Stanford will ring the bell to signal the start of the event.
- To plan agenda for BBQ cooking, bar and tombola.

2. Food and drink

- Jennie Wisher has provisionally ordered meat – to confirm quantity closer to date. Fiona Clayton happy to collect – will liaise with Jennie.
- CT to buy vegetarian/vegan options (from Sainsbury's)
- Roger bringing hats for donations. Signage to organise.
- Fiona Clayton will purchase & organise all bread rolls/baps.
- Cask of Ale – tasting evening being organised by Roger Musson – email invitation going out from CT to confirm date. Rudgwick can lend us banner again.
- Soft drinks (squash & jugs of water) provided by CT/committee. **Reminder to all to bring any available jugs.**
- Jacqui Stanford has confirmed loan of barbecues by Caper & Berry again – they will deliver two on the Saturday. CT to confirm willing chefs. Can Charles Clayton organise charcoal?

3. Entertainment

- CT to check timings and cost with Phil Gorton and the Catteshall band – cash needed for day.
- Julia Lock confirmed Godalming Youth Band will play, but need to confirm attendee numbers & if catering affected. How many coming?

4. Activities

- Tug of War – Nick Taft to manage. Rope loan from Mt. Browne. Jennie Wisher supplying fencing for pond.
- Face painting – Rosemary Musson confirmed Ros & Pippa happy to do.
- Tombola – **request to everyone for donations of prizes.** All to go direct to Liz Lambley who will collate & ticket. Liz to organise stall on the day. Volunteers requested to take turns manning tombola.
- Apple Bobbing – Tafts to organise.
- Andy Docherty bringing a car for car rides & splat the rat.
- Giant jenga – Tafts & Locks able to provide a set each.

5. Numbers

- 80 – 100 (estimate)

6. Tables, chairs, equipment etc

- Mt Browne loaning tables and two gazebos.
- Loseley loaning benches and tombola drum.
- Marquee from Tafts for salad & food table. Smiths gazebos x2 for barbecue & puddings. Lock providing gazebo for Godalming youth band. Nick Taft to collect & return equipment – Lambleys, Mussons & Smiths.
- Need baskets for bread & cutlery.

7. Finances

- CT to check Charles Clayton can organise float of 50p coins for tombola.
- To purchase: compostable cutlery, napkins & cups/glasses. Proposed costs: compostable cutlery £3.83 for 50 of each –total £22.98 for 100 of each), napkins, tumblers (pint & soft drink - £11.68 for 60 pint, £8.72 for 70 half compostable cups), recyclable plates, paper tablecloths. Liz to ask boss re cutlery? And Jacqui Caper & Berry supplies?

8. Invitations

- Invites now out & Save the Dates on the boards. CT getting responses.
- Notices going into Compton newsletter & Parish newsletter.

9. Wet weather provision

- Church as back-up option.

10. Decoration

- ‘Shabby chic’ theme – mix of decorations, tablecloths & displays; organised by Christine Smith; all ribbons now bought.
- Rosemary and Betty to arrange flowers for tables – wild, local, seasonal flowers.
- George Smith bringing Compton decorations.

11. Health and safety/insurance

- Insurance through Parish Council - risk assessment held by Charles Clayton.
- First Aid Responder – Claire Pace & others confirmed inc Fiona Clayton. To confirm closest defibrillator.

12. Toilets

- Christine Smith managing church toilet area!

13. AOB

- Sophie Douglas (Mayer)’s photos of heritage of Artington will be updated (as needed) and displayed again with any other material parishioners have / are willing to lend. CT to contact Phil Gorton re pictures or information.
- Organise enough bins & check labelling, especially for recycling – CT to go through Fiona’s supplies, check signs.
- Roger Musson to officially welcome & open the lunch.
- Invite Isle of Wight parish memorial contacts – CT to email Roger the invitation.

14. Final meeting

Monday 17th June 7pm at Piccards Farmhouse