



MINUTES OF THE MEETING OF
The Community Events Group
Monday 26 September August 2022 6.45pm
Loose Pavilion, King George V Playing Field.

Taking part: Peter Rigby (PR), Tony Oliver (TO), Pat Excell (PE) and Beryl Gibson (BG).

Also present: Nicky Bourne (Deputy Clerk) (NB) who took the minutes.

1. Apologies for absence

Apologies were received from Tom Oliver.

Jo Miles and Elaine Lawford would not be attending but had sent comments.

2. Feedback on the 2022 Fete

To update the Working Group with any feedback received from participants, sponsors and other interested parties. Some comments/feedback may also be discussed under the headings below.

PR reported that general feedback had been positive and the community appeared to welcome back the fete. Attendance seemed good. PR recorded thanks to all volunteers for their efforts, but particularly the Office for all the work they had put in.

3. To review the Loose Village Fete and Dog Show held on 3 September 2022:

a. Income and expenditure for the fete

The income and expenditure information was circulated and the fete raised a total of £1595.71. One invoice has been issued but payment not received, and one invoice is still awaited. The working group felt the figures were very positive in light of the 2 year break.

b. Funfair, Stallholders and field layout

Shaylers funfair were happy with the weekend and made the same amount of money as the previous year (yet they were competing with many more events this year).

PR reported that stallholders seemed happy and the layout seemed to work. BG asked why they could not set up until 10am, and the reason given was that the pitches have to be measured and marked out first.

c. Fun Dog Show

This worked extremely well and PR recorded thanks to Jo Miles, her team and the judge, who it was felt interacted very well with owners and their dogs. JM has said she is happy to run the dog show at the next fete, with the same team. She wishes to change classes slightly and start slightly later with only a 30 minute interval, so momentum is not lost. It was agreed that classes need to be as easy and inclusive as possible to maximize entry numbers e.g. the best fancy dress only had a few entries. JM suggested raising the class fee to £2.50 from £2. She would like to be involved next year, but now she has the idea of how it runs, she intends to do most of the preparation behind the scenes and communicate by email, attending meetings only when required to give a quick update. The prizes went down well, although the rosettes literally arrived that morning, so all resources should be obtained earlier next time.

d. Raffle, tombola and lucky programme draw

NB and EL had suggested that the raffle should be £1 per ticket, not strip of 5 as it took a long time for people to write their details on 5 tickets. EL had felt there needed to be a bit more thought (and

manpower) to designating the prizes as many people were not present at the end. KO agrees and she has spent a long time trying to contact winners and still has some uncollected prizes. PR felt not as much was made of the prize donors as there has been in previous years. TO reported that the tombola drum was in need of some maintenance and PR suggested a new one might be purchased as this was borrowed anyway.

The lucky programme draw had an excellent prize from the anonymous donor, to whom thanks are recorded, and it was very popular. The ticket system worked well, but the programme number should be scribbled out by the person taking the money, to ensure the participant does not return for a second entry.

e. Refreshments and Bar

The bar was a big success and the donation was excellent. It looked very professional and the location seemed to work well.

It also left more room inside the Pavilion for the church to do refreshments. There was one query, that the tables were set up on the Friday night, but then kept disappearing as people set up other stalls. Next time, tables should be allocated eg to raffle/tombola, jigsaws/books so this does not happen. Stallholders should have all been bringing their own tables.

f. Arena Events – Brass cars and Tuneless choir

Brass cars were a good idea but it was felt they would have had a bigger impact if there were more vehicles and they didn't have to leave early. However, the group appreciated that they were an active business, especially on a Saturday afternoon. The additional car came after PR was contacted after the programme drop.

The Tuneless choir ended up locating themselves, and had to battle the funfair noise but seemed happy with the way it went. They have shared video on their social media and comments are very positive about having an opportunity to perform.

g. Helpers

Having put in rotas/time for breaks for the raffle/tombola team, there did not seem to be any issues. Thanks are recorded to everyone who helped.

h. First Aid, Health and Safety and other risk matters.

NLRA raised an issue that the corner where cars had to go to get to the car parking could have done with more barriers as children wandered across to either the play area or the Brass cars exhibits.

The medical team had incidents to deal with and the working group unanimously agreed that it was worth having them present to take that responsibility off volunteers.

The new larger litter bins meant much less need to empty the bins during the afternoon. They were partially emptied Sunday morning to allow further funfair waste to fit in and then the extra bags were taken by MBC on the Tuesday with no issue.

i. Advertising and sponsorship

Sponsorship held up but adverts in the programme were reduced in number.

j. Fete programme and distribution

The programme was ready to go out earlier than expected which helped the delivery team. Thanks are recorded to everyone who got involved. There were some late offers of help which would have been good to have earlier so that the delivery could have been planned more easily, reducing the quantity some people had to deliver, and it could have probably reached more homes. There were some issues with the accuracy of delivery routes and numbers of programmes needed, due to infill housing and premises being turned into flats, so a more up to date list of residences would be helpful.

k. Other publicity

Promotion on the website and Facebook, and through the fete website was regular. Feedback from the community was that publicity was improved on previous years. The website links were appreciated. PR

produced a QR code for the day, that enabled people to download a programme onsite by scanning it. Kent Online carried information. Banners and boards were updated easily and up in good time.

1. Any other aspect not covered above

The office would wish to get a lot of the admin done earlier and behind the scenes, with email communication and action lists. Meetings could then be reduced or shorter just to catch up with progress across different areas. They would like to put a calendar/action list together for next time.

4. To discuss any changes or improvements to aspects of the fete and its organisation

PR would like to step down as Chairman so all are asked to consider who might take on the role by the January meeting.

5. To identify potential spends for the 2023 Fete

It was agreed it was too early for this item.

6. To review dates for 2022-23 meetings

Dates will be shared at the January meetings and reviewed then.

7. Date of next meeting – Monday 23 January 7.30pm