



Meeting Minutes

Minutes of an Open Meeting of the Coldridge Fete & Vintage Rally, Flower Festival & Dog Show held on Wednesday 17th August 2022 at 7:30 p.m. at The Village Hall, Coldridge.

	Discussion & Decision	Action										
Present:	<p>Committee Members: Ivan Kriznik (Chair, publicity and sponsorship), Margaret Burrows (Vice-Chair and catering manager), Lisa Brock (Secretary), Marion Born (Treasurer), Andrew Green (Field), Keyth Richardson (Vintage), Sally Cooke (Commercial stalls).</p> <p>Suzanne Taylor, Donald Kingdon, Margaret Kingdon, Kate Fitch, Andy Fitch, Ken Bragg, Rhona Bragg, Deidre Bridges, Phil Bridges, Beryl Meier, Tracy Forward, Nigel Forward, Nick Kendall, Malcolm Bedford, Carolyn Born, Viccki Ridge, Kirsty Barr, Ashley Smith, Lyn Green, Jo Dike, John Dike, Chris Burrows, Andrew Tremlett, Erika Holden, Helen Smith, Teresa Kendall, Fiona Law</p>											
1. Apologies:	Lisa Warsop, Iain Biddlestone, Jenny Biddlestone, John Smith, Jackie Watts, Jane Webber, Chris Allard, Pat Allard, Wendy Harmsworth											
2. Welcome	Ivan Kriznik welcomed everyone to the meeting and explained the purpose, which was mainly to gather feedback about the 2022 Fete from the community.											
3. Update from Coldridge Fete Treasurer, Marion Born	<p>MB reported that the profit from the 2022 Fete was £8,140.12.</p> <p>Increased expenditure on attractions, printing, postage, food, and drink; as well as new expenditure on insurance, licences, first aid and SumUp, have been offset by increases in the Dog Show entry fee, gate, and advert prices. This has resulted in the 2022 Fete making £2,000 more than 2018, a great achievement despite the bad weather.</p> <p>Main areas of increased profit were as follows:</p> <table> <tbody> <tr> <td>Adverts, donations, stalls</td> <td>£675</td> </tr> <tr> <td>Food, BBQ, Bar</td> <td>£850</td> </tr> <tr> <td>Gate</td> <td>£697</td> </tr> <tr> <td>Dog Show</td> <td>£137</td> </tr> <tr> <td>Sponsorship</td> <td>£585</td> </tr> </tbody> </table> <p>MB thanked the Village Hall treasurer for the use of the Village Hall Bank Account, and the many people who generously gave their time, skills, and resources before and during the Fete.</p> <p>A further breakdown of the Fete accounts is available from MB on request.</p>	Adverts, donations, stalls	£675	Food, BBQ, Bar	£850	Gate	£697	Dog Show	£137	Sponsorship	£585	
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4. Summary of the feedback received from the community

Volunteers

There was general agreement that there were not enough volunteers across all areas of the Fete. All the helpers on the day worked flat out and there was no time for people to take a break. Despite that there was a strong sense of community spirit and people supported each other where they could. Low numbers of volunteers were exacerbated by some key people being unavailable on the day.

Suggested solutions

- Run a volunteers recruitment drive before the next fete, including a leaflet drop to all households, and a recruitment 'fare' on a Saturday or Sunday afternoon.
- Provide a separate tea/coffee tent/van for volunteers
- Provide food such as bacon rolls for volunteers or food vouchers
- Use Bow Young Farmers (or similar volunteer group) more widely across the Fete

Grand Prize Draw

The organisation of the Grand Prize Draw was felt to be poor. The colocation with the Music in one tent meant there was not enough space to display the prizes properly. There were not enough volunteers selling tickets, writing mobile numbers on the back of the raffle tickets was a problem, and the draw at the end was chaotic.

Suggested solutions

- Have a dedicated person to organise the Grand Prize Draw, with dedicated volunteers to sell tickets
- Allocate a tent for the sole use of the Draw
- Use proper draw tickets with a promoter and a license. This would enable tickets to be sold at events prior to the Fete, and there would be no need for a draw on the day.
- Have fewer, higher price prizes.

Tea Tent

There were felt to be too few volunteers in the tea tent to deal with the high level of demand throughout the day. Concerns were raised about not opening early enough to catch vintage owners who wanted a cuppa when they arrived. Washing up facilities were inadequate to cope with the volume of washing up. Problems with the urn caused a major backlog, and the bad weather at the start of the Fete led to increased demand as people used the tea tent to shelter from the rain.

Suggested solutions

- Set up earlier in order to start serving at 10.30am along with BBQ
- Encourage more, younger volunteers
- Use wipeable table clothes
- Need more cakes

Toilets

A request was made for more and better portable toilets that could be serviced by the hire company during the day. The ladies toilet in the village hall became blocked, and it was suggested the Village Hall toilets should be for volunteers only. However, this would be impossible to police as the disabled toilet has to be available for the public.

Suggested solutions

- Review number, type, and location of portable toilets

Flower Festival

To avoid pedestrians walking backwards and forwards through the main entrance to the field, it was requested that consideration be given to using the path on the other side of the Village Hall to get to the Flower Festival.

Rubbish and recycling

It was noted that the job of clearing and recycling the rubbish fell to a few people after the Fete, and despite separate bins being available for different types of waste, these were not always used correctly by the public. A request was made to investigate whether there was a better way of dealing with waste management, including having someone to take this on as a specific role.

Musical entertainment

Concerns were raised that the musicians could not be heard.

Suggested solutions

- Provide a dedicated stage/tent for the musical entertainment, sited in a more prominent location.
- Consider hiring a brass band

Dog Show

This was felt to have been very successful, with entries in all classes much higher than in 2018. However, this put extra pressure on the Dog Show team, both in dealing with the numbers of dogs and getting people registered in time.

Suggested solutions

- Increase the size of the ring to 20m x 20m
- Reduce the information needed on the registration form
- Consider using online registration forms
- Increase number of rosettes in each class to 1st to 5th
- Increase number of stewards

PA

A concern was raised about the quality of the PA, with loss of sound and distortion during the day.

Suggested solution

- Review PA hire and set up

Pegs

A concern was raised about the trip hazard caused by the small stall marker pegs, and those used to number the vintage vehicle plots.

Suggested solution

- Consider using longer marker poles which would be more visible.

5. Thanks from the Chairman (IK)

IK thanked everyone for all their comments and ideas which will be taken into consideration during the planning of the next fete.

He also thanked the following people and organisations for their contribution to making the 2022 Coldridge Fete one of the most successful:

- Graham Nott – Farm Manager, Coldridge Barton
- Fete Sponsors:
 - Southmoor Farm

	<ul style="list-style-type: none"> ▪ North Park Vets ▪ Tuckers Country Store ▪ C&R construction ▪ Kelland Dairy ▪ The anonymous donor who paid for the Church bells to be rung ▪ 30 advertisers in the programme ▪ 30+ other individual sponsors <ul style="list-style-type: none"> • The Scarecrow team and entrants • The catering teams • All the village volunteers and their supporter • 22 commercial stallholders • The Dog Show team • The Flower Festival team • The Vintage team • The field team, including Chris and Rob Burrows • The musicians • Suzanne and Ian for the alpacas • All those who lent tents and gazebos, particularly Paul Stanbury • Edwin and Marion Webber for opening the Fete • The Fete Committee 	
<p>6. AOB</p>	<p>6.1 MB advised that the intention is to share the £7,000 of the profits 50:50 between the Church Restoration fund and the Village Hall. The balance would be kept back as a set up fund for the 2024 Fete. This was unanimously agreed.</p> <p>6.2 Jo Dike thanked the Committee for this generous donation and advised that the Church would identify a specific project for the money to fund.</p> <p>6.3 IK asked for a vote of thanks to Andrew Green and Keyth Richardson for all their hard work over the last few years. They will now step down from their roles. The committee will be looking for a new field officer and vintage rally organiser for 2024.</p> <p>6.4 John Dike thanked IK for all his new ideas, energy, and enthusiasm.</p>	
<p>7. Future dates</p>	<p>Next fete: Saturday 29th June 2024 (tbc)</p>	<p>The meeting closed at 8.45pm</p>