

FERNWOOD RESIDENTS' ASSOCIATION

Minutes of FRA Committee Meeting held on 27 June 2017 in Earl's

Present:

David Mack	Chairman
Geoff Bowers	Vice-Chairman
Barry Smith	Treasurer
Adam Collis	
Cheryle Mack	
Ian McGregor	
Emma Oldham	
Henry Paakow	
Dee Smith	
Nigel Branston	Secretary

In attendance:

Phil (colleague of Adam)

- | | ACTION |
|--|------------------------|
| 1 <u>Apologies:</u> Apologies had been received from Mandy Bowers, Heather Cullen, Neill Mison and Amanda Mitchell | |
| 2 <u>Minutes of Last (Open) Meeting</u> The Chairman welcomed everyone and asked for comments on the minutes of the Open Meeting, and any matters arising. The minutes were accepted. Emma advised that FirstPort have intimated that they will sponsor the bell tent for the FFS (Open Meeting Minutes para 10(e)); once obtained, maintenance would be the responsibility of FFS | Emma |
| 3 <u>Treasurer's Report</u> The Treasurer advised that there were no changes to fund balances since the Open Meeting. Paperwork for the new account signatories is now with the HSBC, and would be processed once Dave and Nigel have visited the bank with proof of ID and residence. He then raised the need for a payment of the annual fee of £10 to 123-Reg for the domain name; all agreed we should fund it | Dave
Nigel
Barry |
| 4 <u>Fernwood Fanfare</u> Compilation of content has begun; any further input should be sent to Dave. The secretary was asked to provide a half-page summary of the Open Meeting Minutes, for inclusion in the FF | All
Sec |
| 5 <u>Notice Boards</u> The Chairman raised the issue of the notice boards, which Gary Cox (FirstPort) had mentioned at the Open Meeting (para 11 of Minutes). Barry advised caution, before we accept the offer, as there was a need to ensure that the FRA would not be committed to future expenditure (for, say, installation or maintenance). The Parish Council will discuss with FirstPort, and also agree on style/design, and advise the FRA. Pending that, the two locations suggested by Nigel Branston (end of Ruby Walk near the tower, and Dale Way near the access to the meadow) were agreed as very sensible | Barry |

6 Summer Fete

- a. Dave showed everyone the posters, handing them out and asking people to display them wherever possible. Nigel advised that one is already in the FRA Notice Board All
- b. Emma updated everyone on various issues:
- i. She has designed the stall / activity booking form and the risk assessment form, and sent them out to 15 people /organisations, although some potential sellers have already dropped out
 - ii. She has two volunteers for the face-painting, and needs agreement to fund the purchase of one pack of child-friendly paints, @ £25. It was agreed that she should order them and would then be refunded by the Treasurer. Emma would liaise with the volunteers to decide on pricing for the activity Emma
 - iii. Miscommunication regarding costs meant that the original organisation which would run the archery was no longer feasible. Dave agreed to ask his contact for further information or recommendations Dave
 - iv. There would be two dance acts (1 troupe, 1 solo) and a musician; the troupe would also have a stall selling ice cream etc.
 - v. A booking form has been sent to the Birds of Prey group; response is awaited
 - vi. Two volunteers are prepared to distribute fliers around Fernwood Village Emma
 - vii. The Lancaster Grange care home wish to help out, by providing cakes etc. Emma will continue to liaise Emma
 - viii. Volunteers are available to run the 2nd hand bookstall; no books have yet been handed in All
 - ix. The prosecco bar, which would also offer a few extras like strawberries, must either be overseen by Martin (Village Hall licensee) or they must apply independently for their own licence. In the latter case, will run the normal bar, but will not offer prosecco. Emma to continue liaison Emma
 - x. A caterer has offered £50 for the day, if he is to be the only food van at the fete. He will need a power supply. Emma to liaise Emma
 - xi. The Irish dancers will need a concrete surface; the tennis court was suggested and agreed Emma
- c. Geoff, Ian and Adam discussed the location for the zipline. John Jeys had agreed to assist with the erection
- d. It was noted that, once the details are known, a spreadsheet of the stalls and activities would be made available to John Jeys Emma
- e. It was also discussed and agreed that the following activities would need to take place in roped-off areas: dog show; pony rides; welly whanging; and archery

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| f. Cheryle advised that she was awaiting prices for the officials' T-shirts | Cheryle |
| g. Barry raised the need for an agreed design for the banners, to ensure a consistent image with the posters. Dave agreed to pass Barry the design info. | Dave |
| h. Fire Brigade attendance is confirmed (subject to emergency call-out). | |
| i. There will be an Army mini-camp demonstration | Emma |
| j. Barry advised on the issue of parking, and the need to ensure that people coming from outside Fernwood do not clog the road access routes. We'll need to cone off various roads to keep them clear for residents | Barry |
| k. It was agreed that advertising posters could/should be displayed outside Fernwood, particularly in the Balderton (but not Newark) supermarkets | All |
| Barry noted that he would need an invoice in order to pay for the provision of the ambulance | |
| 7 <u>Next Meetings</u> Next meeting at 1930 on 11 July, in Earl's. Then another (final) meeting will be held on 1 st August (same time, same place) | All |

Nigel Branston

NIGEL BRANSTON

Secretary

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