

## East Chinnock Entertainments Committee

Minutes of the Entertainments Committee Meeting held at The Portman Arms on Thursday 1<sup>st</sup> October 2015 at 7.00pm.

**Present:** Paul Taylor (PT) (Chair), Sue Hinton (SH) (Secretary), Ellis Langford Snape (ELS), Pat Lock (PL), Andy Gliddon (AG), Anne Hallett (AH) Sue Southern(SS), Dave Tuck(DT)

**Apologises:** Marianne Merchant (MM), Debbie Taylor (DT), Nick Weber (NW)

<b>1.</b>	<b><u>Approval of Minutes from last meeting.</u></b>	
	The minutes of the meeting on Thursday 10 <sup>th</sup> Sept 2015 were signed as a true record and signed by Pau Taylor and Sue Hinton.	
<b>2.</b>	<b><u>Correspondance.</u></b> There was no correspondence	
<b>3.</b>	<b><u>Treasurers Report.</u></b> (AH) reported that a budget for Bonfire Night had been sent to the Parish Council. £1000 for fireworks, £320 Petty Cash for Bookers. Cheques would be received by 19 <sup>th</sup> October. (PL) agreed to sort a float out for the event. (AH) had asked Maureen Randall for a balance of the bank account and it stands at £6223.55.	
<b>4</b>	<b><u>Bonfire Night – Thursday 5<sup>th</sup> November</u></b>  (AG) has requested a catalogue for the fireworks, we are unable to purchase these until October. ( NW) has prepared a Risk Assessment, copies will be sent to The Parish Council. The event has been advertised in The Chimes and posters and flyers prepared by (SS) <b><u>JOB ROLES FOR THE NIGHT</u></b>  <b>Barbecue</b> – (PT) and Andy Sinclair has offered to help, also Chris Langford. <b>Food</b> – (SH), (AH), (DT) with (SS) taking the money. <b>Bar</b> – (AG),(DT) <b>Fireworks</b> – (ELS),(PL) <b>Gate</b> – (MM),(Nigel)  <b><u>FOOD</u></b> Hot Chocolate will be available this year, and (AG) will provide a small water urn for this. This will be served at the Bar area <b>Quantities will be:</b> 200 Burgers 200 Sausages These will be ordered and collected by (PT) 1 Packet Veggie Burgers 200 Sub Rolls and 200 Round rolls. 8 Bags of onions – will be cooked on barbecue this year. 60 bottles of Mulled Wine. Cider donated by Nigel Stewart. Other sundries will be bought from Bookers after checking what is left over from last year.	<b>S</b>

**TARIFF**

Mulled Cider - £2

Mulled Wine - £2

Soft Drinks 50p

Burgers - £2

Sausages - £2

**TIMINGS**

Tents to go up at 1pm on the day- ( PT),(AG),(DT),(PL),(ELS)

Barbecue to be lit at 4.30pm

Gate Open at 5.30pm

Bonfire Lit at 6.00pm

Fireworks start at 7 ish.

(AG) will ask Nigel Stewart to light the bonfire; (SH) will ask the playgroup if they would like to make a guy.

Gate to not be opened so far this year, to prevent people not donating in bucket, light over gate needed also.

Microphone needed for announcements.

(SH) will purchase some glow sticks to sell to the children.

**PUBLICITY**

Posters prepared by (SS) are to be emailed to (PT) to print and laminate. ( SH) to put up.

Flyers will be printed by (PT) and (AH), (SH),(SS),(PT) will take round village.

(SH) to send updated information to Roger and Julie Jewell.

The Ice Cream Man has asked to attend this year and we have agreed that will be okay, he is happy to donate some of his profits to us. He will be parked at the gate.

**AOB**

The next meeting will be on Tuesday 17<sup>th</sup> November at 7.30pm at The Portman Arms.

Signed: \_\_\_\_\_