

KGT Fundraising Committee Meeting

MINUTES

22nd October 2014

held at Aleenta at 7.45pm

ATTENDEES:

Caroline Wheeler-Rowe (Chair)

Heidi Finbow

Deborah Bell

Richard Baker

APOLOGIES:

None

Agenda

1. Halloween on the Green
2. Bulbs
3. Slide
4. Shed
5. Breakfast

1. Halloween on the Green

It was agreed that we would have a stall with drinks and snacks to sell for adults and a free of charge section for children. Heidi can do signs.

For adults:-

Spiced cider

Bar stock

Hot drinks

Crisps and nuts

Nigella's sausages (in half-pint plastics)(using cocktail sticks or plastic forks)

Soup and rolls (suggested price £2)

AP22/10-1 CWR to check wine stocks

AP22/10-12 Deborah to bring thermos of hot water, coffee sachets and teabags

AP22/10-13 CWR to bring milk, sweetner and check napkins

AP22/10-14 CWR to prince up sausages, cider, other drinks, snacks

AP22/10-3 Deborah to do costings for soup

For children

Non-spicy sausages

snacks

Helpers – Set up

Charlie

CWR

Deborah

AWR

Helpers-on the night

Chris

CWR

Deborah

Chloe (possibly)

Heidi

Richard

AP22/10-2 CWR to bring 4 x gas burners, trestle table, metal camping table, float and pop-up gazebo

AP22/10-4 Heidi to bring 2 x metal tables.

AP22/10-5 Richard/Deborah to bring pop up gazebo

Decorations

Pumpkins - Deborah will do 10 carved.

Deborah will ask Sue regarding Paul's decorations

Heidi and Caroline will make ghost decorations with sheets/balloons (AP22/10-6)

Use existing coloured lanterns and battery lights

Possible use of generator

AP22/10-7 CWR to check banqueting roll.

AP22/10-8 CWR to put Halloween music onto IPAD

AP22/10-9 Richard to bring music and speakers

Games

Torch lit treasure hunt

Apple bobbing

Apples on string

AP22/10-10 CWR to source apples

Setting up and jobs on the night

Set up from 2pm – meet at Aleenta

Deborah and Caroline in charge of games

Chris and Heidi on food and drink

Richard – photographer

AP22/10-11 CWR to ask Derek and Vickie to attend and judge competitions and present with bottle of wine

Produce to sell on the night

Cupcakes – Deborah will make 10 boxes

Cookies – CWR

AP22/10-12 CWR to ask Linda if she has any jams to donate

2. Spring bulbs

Caroline has purchased some spring bulbs that need planting soon.

Planting date arrange for 10am on Saturday. Heidi can attend.

Deborah will help during the week if we tell her what to plant and where.

AP22/10-15 - CWR to publicise bulb planting at Halloween on the green

3. Slide

Updated quotes have been received, funding from various sources has been applied for or is in progress. CWR has sent a partially completed lottery funding application. Deborah or Richard to review and amend/add as necessary for submission

AP22/10-16 – Deborah or Richard to review lottery funding application and amend/add as necessary. Return to CWR for final submission.

4. Breakfast

Kitchen team in in place for 30th November. Need 1 person on tea/coffee.

Theme – Christmas

Raffle for hampers (produce and chocolate)

AP22/10-16 - CWR to email Martin to use Friends of Kettleburgh mailing list to get donations for hampers.

5. Next meeting

Wednesday 19th November at Medlars Cottage 7:45pm