

Twyford Parish Council  
Minutes of a meeting of the Twyford Village Fete Committee held at Loddon Hall,  
Twyford on Tuesday 25<sup>th</sup> June 2019.

**Present:** Mr M Bray (Chairman), Mr J Jarvis, Mr R Mantel & Mrs S Wisdom.

**Clerk in attendance:** Mrs L Moffatt.

1. **Public Questions.** None.
2. **Apologies.** Mrs B Ditcham & Mrs L Jarvis.
3. **Declaration of interest in items on the agenda.** None.
4. **Dispensations.** None.
5. **Minutes of the meeting 11th June 2019** Proposed as a true and accurate record by Mr J Jarvis, seconded Mrs S Wisdom, motion carried unanimously.
6. **Matters Arising**
  - 6.1 Agreed for Mr R Mantel to approach two named residents to ask if they would consider being co-opted onto the fete committee.
  - 6.2 Fete announcer – Mr Jarvis offered if required. Clerk to obtain quotes.
7. **To report on progress of flyers and banners** Flyers have been passed to Mrs Wisdom for distribution with RG10 magazine. There are posters and flyers to be put up and distributed. The banner pdf is being revised by Castle Royal's designer. Banners cost £42.36 each plus delivery – total cost £430.55.
8. **Road cones** Mr Jarvis is unable to guarantee supply of cones. Mrs S Wisdom offered use of 4 cones to cover the emergency entrance gate. A quote for 100 cones (delivery and collection only – they would need to be put out) amounted to £210.00. Carried forward.
9. **Updates / to consider booking the following:**

Completed items:

Advertising & posters (to consider poster design) (£440) The Piggott School and Castle Royle are helping with the artwork.

Banners –design circulated 20.05.19.

Band (£300) – The Bullfrog Band - booked.

Band trailer (FOC) – booked.

Bar and food options – Italian Market, Rural Pies, Vegan Blue, crepes, coffee and donuts booked. Burgers – Sonning Scouts.

Bouncy Castle (£535 plus £47 insurance) – Bouncy castle & 2 helpers - booked.

Crowd barriers (£145) – booked.

Dog Show – JJ to bring mallet

Enchanted Characters (£175) – booked.

Event Licence (£21) – submitted.

Foam (£430) – booked – JJ to bring hose.

First Aid (£236) – booked.

Hoverboards (£640) – booked. Proposed Mrs S Wisdom, seconded Mr J Jarvis to approve the additional expenditure of £100 for generators. Motion carried unanimously.

Marquees (£1,100) – booked.

Millers Ark Farm (£607) – arrange water by hose from football shed. MA & RM to bring hose.

Mini Golf (£400) – booked – sponsored.

Porta loos (£680) – booked.

Security, radios & PA (£300) – booked.

Street Entertainment (£705) – booked.

T Shirts (£75)

Waste, etc (£205) – booked.

**10. Classic Car Show (MA)** – no update.

**11. Tug of War** – rope purchased. To agree an organiser – carried forward.

**12. Car Parking** – to cover 12:30-15:30.

To consider car park signage (18 x 24" - £5.95 per sign) Proposed Mrs S Wisdom, seconded Mr J Jarvis to approve the purchase of 4 signs. Motion carried unanimously.

To consider entry passes for stall holders / helpers / councillors / classic cars – agreed to offer several passes for helpers. Mrs S Wisdom and the Clerk to organise car park passes.

**13. Football Tournament** – Twyford Comets. No update.

**14. Facebook advertising** – awaiting confirmation of the banner. Once branding is complete an initial advertising campaign will run.

**15. Stall update** – 27 confirmed bookings. Noted.

**16. Costings update** – circulated 12.06.19. Noted.

**17. Schedule** – circulated 04.06.19. Noted.

**18. Allocation of responsibilities / jobs** – clerk to circulate a list.

**19. Date of next meeting – 23rd July 2019.**

Meeting closed at 19:45