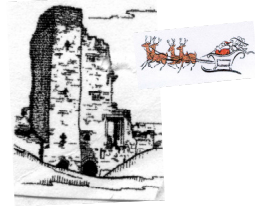


# Tutbury Christmas Festival 2009



**Meeting:**  
**7:30 28<sup>th</sup> May 2009**  
**Tutbury Institute**

## Minutes

### **Present**

Paul Nicholas, Lizzy Thornhill, Carol Hall, Mandy Wilson

### **Apologies**

Jo Woodberry, Jan Hamer, David Walker (ZIXXI), Katharine (sole revival), Helen Dutton, Andy Allan, Pete Steadman, Steve Rhodes, Theresa Stokes,

### **1. Organisation**

**a. *Agreement of: Chair, Vice -Chair, Treasurer, Meeting Secretary***

As there were so few members of the group, new and established, it was agreed for this meeting that:

***Chair: Mandy Wilson***

***Treasurer: Jo Woodberry***

***Vice Chair: VACANT***

***Secretary/note taker: Mandy or Lizzy as appropriate***

This should be reviewed at next meeting where there hopefully will be more members of the group to discuss and take an official decision

**b. *Review Event Structure overview- assign teams***

i. This was not possible due to the small number of members present and no firm offers to develop teams.

ii. Jo Woodberry has offered to subsume the finance and invoicing etc side of the Market alongside the treasurers role, Lizzy is not able to take this role this year and will liaise with Jo to pass on the spreadsheets of contacts and proforma for invoices etc.

### **2. Discuss Issues arising**

a. The notes from previous meeting were referred to.

b. There had been many offers to "help out" in minor (but essential) roles; it was noted that Pete volunteered the Scouts, Richard will organise a small Band and help lighting the stalls etc, he cannot do a procession, Katharine will help with publicity along the street etc, David W has generously offered to do all artwork and design for

posters etc and to arrange printing at cost (a very competitive price). Many Thanks to all of these. Also Helen Dutton had used her role as de Ferrers HS Governor to try to get some musical support, however this was not successful and de Ferrers are unable to help.

- c. It was felt strongly by those present that the Christmas Festival 2009 is not viable until there are firm commitments by individuals or small groups to undertake to lead an area of organisation as a sub group and report to the main group on a regular basis.
- d. The fantastic event that has been presented over the past few years has been completely organised and lead by a very small group of people who now have major commitments elsewhere both professionally and personally. There has been excellent support from a large group of members who also have commitments elsewhere and could not offer to take on a more significant responsibility. This has been greatly appreciated.
- e. It is felt that if more people could offer responsibility for an area of organisation, as a team commitment, this would make the event possible and spread the responsibility and time commitment.
- f. Each area requires a few hours a week (commitment by a group of people at irregular times depending on the area). A small group taking overall responsibility requires significantly more time and the current group cannot take on overall organisational responsibility as they already have significant time commitments to their families, professionally and to other village organisations.
- g. It was decided to put out a final plea via local media, businesses and organisations to find groups of people who are keen for the event to continue and are able to offer an organisational role - as an individual or a team.
- h. All interested parties are invited to the next meeting to discuss the viability of the event and offer a lead role as an individual or team.
- i. Should there still be not enough interest in taking responsibility for an area of the event then the group will not continue to organise the event this year.
- j. The content of the flyer/ press release is included below

**Date of next meeting:**

**Thurs 25<sup>th</sup> June 7:30 Tutbury Institute**

**NB please let Mandy know asap if this date clashes with other Village events etc, thus preventing a member of the organisation or group attending.**

**Please let Mandy know of any people who would like to know more about helping- the more organisers the less there is for individuals to do!!**

## **TUTBURY CHRISTMAS FESTIVAL 2009 AT RISK...**

Following the very successful Christmas Festival in 2008, it is with regret that the small group who organised this event are unable to do so again this year without several more volunteers to take responsibility for some of the organisation.

Can you offer a little time over the next 6 months to help keep this almost 20 year old tradition going for our village?

Please contact Mandy Wilson for a chat, more information or to offer help.

01283 812978

[mandywilson94@hotmail.com](mailto:mandywilson94@hotmail.com)