

REPORT ON THE INFORMAL MEETING OF TUTBURY MUSIC
FESTIVAL GROUP, TUTBURY INSTITUTE, 5TH APRIL 2006

APOLOGIES:

J Collison & I. Smith	Castle
J Harrison	Friends of St Mary's
A Allen	Village Design
D Blackwell	Museum
E Skeet	Flower Club
K Hough	Bellringers

PRESENT:

W Crossley	Chairman
D Kennedy	Festival Organiser
Counc B Fraser	Staffs CC
M Guest	T P C
T Harris	Jewellery
C Helliwell	Craft Group
D Higgs	Phoenix
D Munroe	Comm Dev Officer
P Nicholas	Tutbury Civic Soc
A Parker	Books
J Reid	ESBC Project Wired
T Sreaton	Hort Soc
J Simmonds	Guides
B Skeet-Upton	W I
E Staples	Youth Club
PSteadman	Scouts
J Woodberry	Pre-School/Toddlers
S Woodhall	R W School

PROGRESS:

Jobs done-As before plus 3500 leaflets printed, Ashmores Ices booked, Ollainville Choir confirmed, DVD to be produced by ESBC Comm.Arts, lighting/PA arranged, Darren Stride confirmed, now 15 stalls, supplies ordered inc flags, banners, bunting, vests & bibs.

Jobs being done-Police contacted, Media being informed, St John Ambulance/Paramedic team being invited, searches for tables etc., enquiries for Bouncy Slide/Steam train, programme draft underway, Stage Managers & VIPs confirmed, School poster comp. initiated.

Jobs to be done-Car parking, Marquees, Base tent (Scouts), Gazebos up and down(Stallholders), Ticket Desk(T.Screaton plus ?), Circulating posters (?), Leaflet Drop (12 volunteers so far), Programme ads space (M.Guest), PRIZE DRAW(M. Guest & Tutbury Civic Soc.?), Programme selling (Guides), Putting up flags and banners etc (?).

FINANCES:

The Trustees of Tutbury Arts Group have resigned and have offered their bank account to the Festival Group as a vehicle to aid in the banking of its funds. The Group will need to volunteer new trustees(4, 5 or 6).All normal duties of trustees will apply e.g. audits, balance sheets. The account would continue to be that of Tutbury Arts Group with the Festival Group as part of it. Festival funds at present held by Tutbury Parish Council would be transferred to the Tut.Arts account.

SPONSORS (MONEY) include:Friel Homes, the Community Council of Staffs., Staffs.County Council Local Member Initiative Scheme, Awards for All, the ESBC Ward Action Service Plan(WASP) and JCB.

SPONSORS MATERIALS include Tutbury Castle Ltd, Thrales Restaurant and the 1st Tutbury & Hatton Scout Group.

INCOME: Actual & estimated £7600

EXPENDITURE: Actual & estimated £7000

BALANCE: Estimated £600

It is intended that the Festival Group under the Board of the Tutbury Arts Group will fund its own way throughout.

EVENTS INSURANCE:

A discussion was held and it was decided, in the interests of clarification, to further approach Mrs Lesley Smith so that the Festival Group may avail themselves of what is and what is not covered under the terms of the Castle's liability insurance.

IMPORTANT DATES:

POSTER COMPETITION - display and judging by 12th May
- producing and circulating by 26th May

FESTIVAL LEAFLET DROPS - from 2nd June
- postings to performers etc asap

PRIZE DRAW TICKETS - from

PROGRAMMES - from beginning of July

AOB

Free photographer!

Prize draw ticket with seller's name

Chairs – bring your own

DATE OF NEXT MEETING

Wednesday, 17th May 2006 Tutbury Institute 8pm

The agenda will include election of a Board of Trustees to manage the affairs of Tutbury Arts Group and Election of the Officers of Tutbury Music Festival Group and of other committee members.

W Crossley & D Kennedy