Minutes of the meetings held on the 13th and 20th January, 2022

Present for both meetings

Jane Cochrane

Nick Crocker

Sandy Greenard

Jeremy Eyres (Chair)

Tig Thomas

**MINUTES FROM THE MEETING DATED 13TH JANUARY, 2022**

1. Matters arising

2. FUNDRAISING UPDATE & PLANNING

 Parish council has donated £400

 Framlingham & Villages Community Partnership = £1,500

 District Council and County Council – enquiries to be made as to available funds.

 *(Nick to contact Carol Porter and Alexander Nichols, District and County Councillors, respectively).* Query the availability of the Jubilee Fund.

 In a separate text message, Jane urged us to apply for Arts Council National Lottery funding which would support the aims of our festival.

 Fundraising from the Sale of Christmas cards raised a profit of £777.

 Nick reported that we currently have £2,500 in the bank.

SPONSORSHIPS

 The committee talked about potential people we could approach for sponsorship money.

 Nick offered to compile a list of sponsors, using the ‘old’ list of sponsors from 2018, and Tig will draft the sponsorship letter. Jane would investigate potentially new donors.

3. FUNDRAISING EVENTS

 The Quiz and Supper evening scheduled for Friday, February 4th 2022 will now take place.

 The Team is allocating 50 places only on account of Covid.

 Nick’s total count has now been superseded by his recent email sent on 21st January as follows:

 Update on ticket sales: 16 places confirmed & paid for/ 14 places confirmed but awaiting payment/ 7 places on Jeremy’s table confirmed but awaiting payment/ Remaining spaces: 14. Total places 51.

 Another 10 places are potentially sold which leaves only 3 remaining places.

 Jeremy stated that Will Waterer from ‘Sutton Hoo Chickens’ has replied to his email and kindly agreed to donate frozen chicken thighs towards our fundraising supper.

 It was suggested to keep a file of logo’s and acknowledgements from generous supporters.

 RAFFLE

 Jane offered one of her pictures as a raffle prize. Wine/chocolates and Greetings cards were considered to be suitable raffle prizes. Peter has offered to run the raffle.

4. JUBILEE CELEBRATIONS 2 – 5 June 2022 - *See below*

**MINUTES FROM THE MEETING DATED 20th JANUARY 2022**

*(Continuation from 13th January meeting)*

5. PROGRAMME REVIEW AND PLANNING

 A review of our projected categories/ events planned for the festival were discussed in terms of progress and cost. ( *Nick offered to merge Jane’s spread-sheet with our 2018 budget to ascertain projected costs)*

  ***Please refer to separate Table sent as an attachment with these minutes, for details of our planned programme and progress.***

6. FUNDRAISING EVENTS - update report contained in the minutes from 13th January meeting. (See above).

7. JUBILEE CELEBRATIONS

 It was suggested that we invite inviting people to make scarecrow sculptures of the Queen from recycled materials and/or hold an exhibition of the Queen’s portrait to be judged .

8. AOB

 Jan King has agreed to be our official photographer for the festival.

9. Date of next meeting to be held on Thursday, 27th January at 6:00pm in the Crown.

 ( *Sandy to check with Polly)*