



OXENHOPE MILLENNIUM GREEN TRUST

Millennium Green, Oxenhope AGM and Trust Meeting Minutes 13th March 2023

Attendees: Ken Eastwood (Chair) (KE), Michelle Dawson (MD), Nel Hargrave (NH), Claire Scott-Pearce (CP), Jill Eastwood (Secretary) (JE) and Debbie Harvey.

Apologies: Saranna Watkins (SW).

1. Welcome by the Chair

KE welcomed and thanked the Trustees, along with Cllr Debbie Harvey (DH), for attending the meeting.

2. Accounts for the year ending 31st December 2022

KE asked for a volunteer to take a look at the accounts document to check that it is correct. The Trust don't need to have the accounts audited by an accountant, but it would be prudent to have someone undertake some random spot checks to confirm that they are accurate. MD agreed to undertake this task.

The current account closing balance as at 31st December, 2022 was £2,430.77.

3. The Fete

Discussion took place as to whether to charge for the axe throwing / archery stall. MD suggested £1 and all proceeds go to Manorlands.

CP stated that all the money raised from the Ferret Racing stall would be going to the Millennium Green so won't be charging for a stall.

KE stated that he was getting a little nervous as a lot of the 'key' people he had contacted had not responded yet.

CP enquired where the table and chairs for each stall would be coming from. MD stated that when the school got new furniture the old tables and chairs were donated to Manorlands on the proviso that if they were needed for an event, they would be made available. KE stated that he had contacted Andy Wood via email to make sure that they would be available but no response received. MD stated that contacting him via phone usually got a better response. KE to contact Andy Wood.

KE stated that there were usually two marquee tents provided for the fete. One was

kept by Margaret Hindley and Robert Goulding was going to contact Margaret to arrange collection. MD agreed to chase this up with Robert Goulding.

KE to ask around and find out where the tent and flooring for the band came from.

MD stated that no response had been received from Matthew Binns.

CP stated that she was passionate about getting music at the fete. There are a lot of musicians in the village that could be interested in performing. CP then asked about a generator to provide power for the mic, amps etc. Some of the musician's could perform acoustically. If we got a decent sound it might draw more people to the fete. KE stated that we already have a generator but was unsure of the rating as to what it could cope with. KE to check the rating. CP to ask around to see if anybody is willing to provide kit for the stage.

KE to chase Haworth Brass Band to confirm their attendance.

MD stated that she was still having trouble accessing the spread sheet. KE stated that if she continues to have problems to let him know.

DH stated that she could make available a community board if needed.

KE still to contact Ann and Pete Barrans regarding the ducks for the duck race and the bunting.

DH stated that she could provide several items that might be useful: -

- White plastic poles – could be used to mark the extent of the area to be used by each stall.
- Bunting.
- Collection buckets – could be useful for collecting programme / entrance money at each of the gates and when selling raffle tickets.
- Games – jumbo Connect 4, jumbo Jenga and hook a duck including the paddling pool.

A suggestion was then made that the year 6 children could run these stalls. MD to put this idea to the school.

DH also stated that they used to use a catering company called Sugarsnap Catering. They might be interested in a stall. They are based at Hope Park and can be contacted on 01274 752285.

MD stated that she will contact the Yorkshire Country Womens Group – Jennifer

Whitaker or Ann Brown - to see if they want a stall.

CP will contact Ellisons to see if they are willing to do a Hog Roast.

DH stated that any kit that we needed from her would need to be picked up a few days before the fete as she will be on leave.

Need to confirm to organisations and companies taking a stall that they will have to bring their own gazebo.

MD confirmed that the face painter she had been talking to has all the necessary documents in place. The only query was is the Trust paying her to be there so the face painting is free or she pays for a stall and then charges customers. KE stated that in the past there have been about 450 attendees at the fete so suggest she pays for a stall and then charges.

DH asked if the Gardening Club had been contacted. They may be interested as they would probably take the opportunity to sell their produce and promote the Gardening Club at the same time. MD to contact someone in the club to find out if they would be interested.

DH asked if the Oxenhope Village Council will be having a stall. KE confirmed that they will be.

CP suggested a wine or water stall.

KE reminded everyone that we need to ensure we have enough volunteers to man the gates, sell raffle tickets, first aid station, PA system and the duck race so not to spread our selves too thin with having too many of our own stalls as well.

MD to confirm what the school are getting involved in and if they need a stall.

CP suggested contacting the Bosom Friends group to see if they are interested in a stall.

DH stated that she would be interested in a stall for Mercy.

Manorlands have confirmed they are going to take a stall.

Discussion then took place about invoicing. KE stated that he had saved an invoice template in the Dropbox folder. CP asked about what reference to use so it can be identified when the money is paid in. KE stated that he had set up the spreadsheet so that each interested party had a unique reference against them and that is what should

be quoted when making the payment.

4. Maintenance and horticulture

KE stated that he had noticed that the moles were back. The ground is too wet at the moment so once it had dried out a bit he will contact the Mole Man.

NH stated that the work that had been done on the bank at the top of the weir seems to be holding up well. There is a bit of pooling but nothing more. NH also mentioned the work that was done to the beach at the bottom of the weir including stones being moved from the centre of the river bed to the side to force a more central flow and move it away from the banking.

KE stated he still had to get someone to look at the steep steps to make them safe.

5. Any other business

NH asked about the map. KE stated that he had spoken to Roger Smales who provided the one in the Rose Garden. It has to be re-designed due to the orientation being different. KE to pick this up with Roger.

Suggestion to contact the Bay Horse Uke's group to see if they are interested in playing.

Suggestion that the horse box being provided by Joseph Guest could provide hot drinks if the Pimm's Bar is going ahead and the beer tent.

NH to share the Facebook page with the Trustees.

KE suggested we meet again in four weeks' time. Date agreed was 17th April at 7.30 pm at 8 West Drive. Hoping to display the spread sheet via a projector so all can see at once and begin to finalise stall occupation and plan what needs to be done next.

Meeting closed.