

SOULBURY MILLENNIUM GREEN MANAGEMENT COMMITTEE

Registered Charity No 1070738

Minutes of Meeting 16 April 2024 at 7:30 p.m.

Those present: Nigel Kemal Chairman
 Wendy Taylor Treasurer/Sec
 Carla Bennett
 Geoff Kiddle
 Alan Stevens
 Richard Caplan

Apologies: Vic Wright

1	Previous minutes and matters arising	Action
	The minutes of the previous meeting held on 11 March 2024 were agreed as correct and signed by Nigel. Matters arising from meeting: Quote now received from GDM Electical for connecting extension socket. To install socket in cupboard provided £90 + VAT and to install new supply to new location by pond £245 + VAT. It was decided not to go for the new supply and to just install the new socket. Nigel will obtain an addition plaque for Liz Miller's bench to include Dave Miller. Maurice Cross will do the plaque for us. Not furthered as Maurice has not been well. Will re-address when in better health. Re EcoToilet, Alan suggested we write to the Thames Valley Prison and Probation Service outlining our thoughts on this matter. However, it was further suggested that Richard/Nigel will talk to the supervisor when next at the SMG to outline our thoughts and to get details of who we should contact.	Nigel Nigel Richard/ Nigel
2	Finance Report and Social Media	
	Current account balance: £8,861.23 Petty cash: £49.01 Bucks Lottery: £8.00 April 2024 Back up: Files have been added to new external hard drive. Mixer desk: Appropriate info received and invoice paid in the sum of £225.00. Will now be added to asset register. Year at end of April. Agreed we use same Auditor who gives his time for free so it was also agreed that he will get a gift again.	Wendy
3	Work in progress	
	Pond - needs draining so liner can be cut - hardcore and soil can then be moved. Still to be done but at present it is full of water so will probably have to wait until next year when it has drained. Still too wet underfoot to start task.	Richard

	Gate hardstanding: It was decided to get a contractor with appropriate equipment to push project along. Several tonnes of soil was dumped in a heap and has now been removed. Several tonnes of plainings has been donated, added to area and levelled. Discussed several final surfaces and decided that cement or asphalt was too expensive. Need Wacker plate to compact the area. Concrete base with several uprights in the ground over which marquee type sides and roof can be added - in abeyance for the immediate future due to other more pressing work to be done.	Richard/Alan
4	Events	
	30/3/24 - Easter Egg Hunt Successful event where a small profit of £92.49 which includes sale of teas, coffees, hot chocolate and cakes plus donations. Weather was favourable and well supported. 6/6/24 - DDay80 Event to be held on village green by the beacon. Akan asked for new large marquee to be erected so Community Payback crews will do this on the preceding Sunday. There will be a war time tea party with music and a film of the era running on a loop. Beacon will be lit in line with national timings. 22/6/24 - Soulfest 2024 House of Coffee: will be paying 20% of days takings. They will be providing coffee and tea. A call will go out to all the village bakers for cakes, etc. as we will be selling them together with ice creams and cold soft drinks. Concern was raised that we have worked on this basis before with suppliers to events, ie pizza lady who reckoned she made no profit so we did not get anything, so a keen eye will be kept on how much is being sold so we are not subject to this again. Carla stressed that all the providers of food and drink need to stay on site until the final band set. Bar: Gt Brickhill CC is running the bar but at what cost. They are providing a barrell of beer and lager at cost, wines, spirits, Pimms, mixers and anything else deemed necessary will be purchased by Vic. BBQ: John Nicolas will organise this. Help to run BBQ has been found. Layout of event: It appears that the organising committee do not want bric a brac type stalls plus want to put everything on the flat area. This will produce a mish-mash of noise with children on the play equipment and the bands. Committee feel the layout discussed at the previous meeting is still be safest layout for many reasons as described. Nigel will get confirmation of ticket arrangements so TicketSource can be set up. The price is £8.00 per ticket which includes the fee to TicketSource. Children will go free but need to be ticketed. The QR code will be given to those organising the PR. Main reason for doing this is to ensure our numbers do not exceed the numbers allowed by licence. 29/6/24 - Lions Club BBQ Vic has confirmed he needs one marquee and two toilets. It was suggested that he contact Leighton Hire to ask them to extend the hire from Soulfest. Nigel will talk to Vic re marquee and siting. Cost of hire will depend on whether the site for it at Soulfest is OK for whatever event Vic is proposing. No further info.	

	20/7/24 - Marquee hire for wedding. Will probably need both. Confirmed they need both. Conversation around deposits (should be a %age of cost of the marquee against damage), costs (needs to revised upwards), contracts (we need one) and the need for another marquee. It was agreed that research will be carried out to find out what other marquee hirers do in terms of deposits and costs, plagerise a contract document and weigh up a 2nd marquee against the more permanent construction. Price agreed is £150 each and the hirer will be responsible for transport and erection plus safe return. Geoff has looked at terms of hire from other companies to base our T&Cs on. He will forward his initial thoughts to the committee. 2/11/24 - Firework Display Discussion will take place nearer the event.	Alan
5	100 Club	
	Draw taken place for April. The winner is: Jean Mason	
6	Any other business	
	TicketSouce issue brought up here but detail of discussion can be found under Soulfest in Item 4 Soulfest.	
7	Date of next meeting	
	The date of the next meeting is Monday, 13 May 2024.	

Meeting closed at 21:30 hrs

Distribution: Those present + Vic Wright, Michele Nicholas

Winter/Spring To Do List

Winter 2024

- Repair small entrance gate
- Dig/concrete new carpark zone - see Work in Progress
- Dig drainage trench from work out zone pathway to pond (maybe)
- Wood chip pathways as and when possible

Spring 2024

- Continue to fill in 1/3 of the pond
- Continue cutting back overgrown Willow by bins
- Cutback Hazel
- Rebuild work area fence.
- Wood chip pathways as and when possible