

SOULBURY MILLENNIUM GREEN

MANAGEMENT COMMITTEE

Registered Charity No 1070738

Minutes of Meeting 2 September 2025 at 10:30am

Those present: Nigel Kemal Chairman
 Jo Nicholas Treasurer/Sec
 Carla Bennett
 Geoff Kiddle
 Alan Stevens
 Erica McDonald
 Apologies: Paul Cragg

1	Previous minutes	Action
	Minutes of the last meeting on 15th July were agreed as correct, ratified and signed by Nigel.	
2	Matters arising	
	Current account balance: £14,490.42 Petty cash: £49.01 Bucks Lottery: £10.00 in August Jo had looked to see if rolling Direct Debits could be used for for the 100 Club and donations. Unfortunately due to prohibitive costs that Barclays bank would be liable for they would only take on a Company/Charity that had a monthly direct debits from 100 plus people, or a high turnover. Jo to look at new 100 Club standing order forms with GDPR added, ready to go into the Parish Newspaper and Social Media, along with a write up. Letters also to be organised to current 100 holders too.	Action: Nigel Jo
3	Financial report	
	It was noted that Soulfest 2025 profit was down by 50% on previous year. This was due to attendance levels. Even though due diligence had been done on this, a number of local villages then held events on the same day. Not all pitch fees at Soulfest 2025 had been paid and one supplier was being offered a reduction of £150 to £250 due to this. It was discussed and agreed that payment for this should be made by the 15th September along with the pitch fee of £250 for November fireworks night totalling £500. If not received the Committee would be looking for other vendors.	Nigel

	Discussions took regarding people not picking up after their dogs on the Green and the nuisance it was causing. Nigel to make a note in the Parish Magazine. The go ahead was given to Carla to order the new entry signage for the Millennium Green. Alan to order new water proof roofing for 2 x gazebo's. Ready to use for the fireworks night event. On October 8th, Geoff, Erica and Nigel would be attending the Clare Foundation for a Bid Writing Course, and use the skills learned to raise money for the Pathway extension. A meeting of the Committee took place at the Millennium Green on the 22nd August, to review works to be completed and explore the pathway extension. Minutes provided by Carla and agreed.	Nigel Carla Alan Nigel/Geoff/ Erica/ Carla
4	Events	
	Fireworks Display on Saturday 8th November This would be a the main funder for the year, and was important that planning started immediately. - Carla suggested looking at the events licence/insurance (TEN) to see what the cost would be for over 500 people - Ticket Source to be used as had been successful in gaining advanced tickets sales and an idea on numbers attending. - Carla to organise the are work for the posters and banners.Nigel agreed to put the posters up - Advertising in Parish magazine, Social Media, to be started as soon as possible with the Ticket Source connection. - Alan to organise quotes from differing firework companies, with 45 minutes of firework display time. Looking at spending £1,200 to £1500 on "quite" fireworks. - Jo to provide previous food invoices to the Committee - Jo to organise floats nearer to the time of the event - Beehive magazine, Erica to explore costs	Nigel Carla Carla/Nigel Carla Alan Jo Jo Erica
5	100 Club	
	Draw for August and September. Winner for August:Karen Wood Winner for September:Jean Mason	Jo
6	Work in progress	
	The Crew Room on the Millennium Room had been entered, and some destruction had taken place. New security locking mechanisms to be added to the door and ladders. Need to replace a fire extinguisher.	

	ROSPA reports have been received and discussed with only some minor adjustments that were being organised with Richard. No red notifications. Jo ratified after the meeting that the cost for the ROSPA report was shared 50% with the Parish Council and we paid £82.50 plus VAT for this report.	Nigel Nigel
6	Any other business	
	The committee are looking for a change of name from the Annex to a more conducive name, to reflect the memorial nature of this part of the Green. Erica to send a list of names for the Committee and make a group decision on this, asking for each committee member to choose 5 preferred names.	Erica
7	Date of next meeting	
	The date of the next meeting is 14th October at 10.30 am in the Village Hall.	

Meeting closed at 12.30 pm

Distribution: Those present