

SOULBURY MILLENNIUM GREEN

MANAGEMENT COMMITTEE

Registered Charity No 1070738

Minutes of Meeting 14 October 2025 at 10:30am

Those present:	Nigel Kemal Jo Nicholas Carla Bennett Geoff Kindle Alan Stevens Erica McDonald Dave Hartup Victor Wright Jean Hunt Paul Cragg	Chairman Treasurer/Sec Guest Guest Guest (part time)
Apologies:		

1	Previous minutes	Action
	Minutes of the last meeting on 2nd September 2025 were agreed as correct, ratified and signed by Nigel.	
2	Matters arising	
	Current account balance: £14,4002,36 Petty cash: £49.01 Bucks Lottery: £11.50 in September There had been a conclusion to one vendors non payment for Soulfest, with a payment received of £300 cash. They are still very keen to support the village going forward to next years activities. Jo Nicholas reported that she wished to relinquish her new role as Treasurer and Secretary, and agreed to stay as a committee member. She agreed to carry on until a replacement could be found. Alan reported that the new roofs for the gazebos had been ordered and were on their way. Nigel reported that the oak sleepers for the benches had been delivered to his home. The work would commence after fireworks night.	Action: Nigel Nigel Nigel Alan Nigel
3	Financial report	
	Work had been completed on the old playground which was a health and safety issue. It was now in a level condition and going forward would be an ideal picnic area. There had been a slight movement on price as more material was needed. Vic had been looking at Charitable Incorporated Organisation (CIO) for the SMG. It was extremely complex to do, but did take direct liability responsibilities from the Trustees.	Geoff/Nigel Vic

	It was suggested that perhaps when Public Liability insurance was due for renewal that the current £10 million cover should be increased. Post meeting note: Jo spoke to the Parish Clerk who advised that this insurance is dealt with via Parish Council business. The Clare Foundation Bid Writing Course that Geoff, Erica and Nigel had attended was insightful and very informative in how to raise funds for SMG. They were advised that any proposal should include all the projects that wanting to be done. Erica asked if there was a Constitution for SMG, as this was needed for any proposal. Vic said he would look at this. Erica had done a lot of leg work and had identified 5 Foundations to apply for. Last years accounts would also be needed. Updated quotes for each piece of project would be required. Nigel suggested a separate sub committee to achieve this. Because of the new financial year coming up in April, businesses would start to complete their budgets soon, so it was imperative to complete this work, sooner than later to stand a chance for some quick wins. Jo would contact Tesco to see if they could add SMG to the list for local charities they support. Carla advised that the Ecoflex flags will be completed by 8th November for ready for Bonfire night. Discussion took place on the best bases to have.	Vic/Nigel Erica/Nigel/Geoff Vic Geoff/ Erica/Nigel Jo Carla
4	Events	
	Fireworks Display on Saturday 8th November - Erica had advertised on Bee Local and several local village facebook groups. - Carla had set up Ticket Source and advanced ticket sales had been achieved. It was noted that a 33% of the tickets was for non paying for children. If this average continued, then we would only have 66% paying customers out of 499 people - Geoff said that the Soulbury Breakfast had changed suppliers for sausage and bacon and had been a great success. It was agreed to use Parrots of Whitchurch for Bonfire night BBQ with a butcher making a higher quality product to sell. They would also supply Gluten free products. Charges were discussed and agreed. Gluten free rolls would be supplied by Carla. - Alan had received quotes for quiet fireworks for two sets £559 plus £899, total of £1498. It was agreed for Alan to order them. Nigel would organise for Dave to set them up. - Nigel to organise floats nearer to the time of the event - Jean Hunt from Soulbury Cricket Club joined the meeting, to discuss the joint venture of running the bar for the Fireworks display. They would provide 4 people to do this, and SMG would supply drinks to be sold. There would be 50/50 on profit shared. There was discussion on sale and return, and was identified that Majestics did this, with 25% being able to be returned if not sold. Nigel/Geoff and Jo to meet at Majestics following day. It was noted that an alcohol licence was in place for this event.	Erica Carla Geoff/Dave Carla Alan/Nigel Nigel Geoff/Nigel Jo

	- Toilets had been ordered from Leighton Hire. Jo suggested purchasing some battery lighting to go in the units. - Jo to check with Michele Nicholas the purchasing of wrist bands. Under 18's would have a different colour for prevention of them not being able to purchase alcohol.	Nigel/Jo Jo
5	100 Club	
	Draw for October Winner in October: Barbara Clamp	Jo
6	Work in progress	
	The new hardstanding had been completed and looking to make a possible picnic area moving forward.	
6	Any other business	
	It was with regret that Michele Nicholas has decided that she will no longer be organising the yearly Soulfest day. She has had 9 solid years of doing this and now wants to hand over the baton to someone new. She thanked everyone for their support over the years. SMG Committee would like to thank Michele for the many thousands of pounds she had raised over the last 9 years and also thanked John Nicholas for all the support he has given too.	
7	Date of next meeting	
	The date of the next meeting is 11th November @ 10.30am, in the Parish Hall.	

Meeting closed at 12.30 pm

Distribution: Committee + Victor Wright, Parish Clerk (for website)