

Notes of a Milton Abbas Street Fair Trust meeting held at Milton Lake on Wednesday 28th March 2018 at 7:30 p.m.

Present: David French - Chair (DF), Nigel Hodder (NH), Freddy Robinson (FR), Suzy Mercer (SM), John Widdowson (JW)

	Action
<p>1. Apologies for Absence Brian Isherwood (BI)</p>	
<p>2. Minutes of meeting held on 23rd August 2017 The minutes were agreed unanimously by those who attended and signed as a true record.</p>	
<p>3. Matters Arising <u>Reef TV</u> – did not go ahead.</p> <p><u>Celebration Evening</u> – took place as planned and considered to be a success.</p> <p><u>Stallholder Accident</u> – NH to obtain update from BI.</p> <p><i>{Post meeting note: on 6th February, Di Bewers informed BI that a man had visited her house stating he was the partner of the lady who, at the Street Fair, had an accident outside her house, resulting in the need for the lady to be taken to hospital. The man then told Di he was suing DCC.</i></p> <p><i>BI had previously provided a Mr Watson of DCC a statement confirming that the claimed accident did take place and that the cited offending pot hole which caused the lady to fall does exist. We have heard nothing from DCC since.}</i></p> <p><u>Website</u> – Jill Cocking is now a member of the Organising Committee so it is expected website management will be better going forward. She also has taken responsibility for social media publicity.</p>	
<p>4. Conflicts of Interest Nothing new advised.</p>	
<p>5. Ratification of email decisions <u>Final Beneficiary Awards</u> - agreed revised awards proposed by FR. A change to the surgery's bid resulted in a reduction. Longmead Community Farm & MSA Sports & Social Club received awards having stepped in when MA Sports Club were unable to fulfil all their obligations. This also resulted in a reduction in the MA Sports award. All beneficiaries were advised of their final award by DF in early September.</p> <p><u>Vodafone Mobile Mast</u> - agreed that NH could represent the views of the Trustees at a hastily arranged PC December meeting as a consequence of a second application after the first had been refused by NDDC.</p>	

	<p><u>John Fifield Memorial</u> – agreed that we would contribute £150 towards the memorial stone. When the stone and a tree were eventually purchased in December as a result of other contributions our obligation had reduced to £50 which was duly paid.</p> <p><u>Dorset & Somerset Air Ambulance</u> – agreed that as we had received Gift Aid from the 2017 Fair we would honour the commitment of a £500 donation to DSAA.</p> <p><u>The Bulletin</u> – following the resignation of Peter Chafer as Editor it had been agreed to withhold the award until the future of The Bulletin was more certain. Leo Hughes has since taken on the role and the Trustees agreed in January that the original award should be made. It has been duly transferred to their Treasurer.</p>	
<p>6. Annual General Meeting</p>	<p>The date was agreed as Wednesday 25th April 2018 in Milton Abbas Reading Room at 7:30 p.m. A provisional booking for the room will now be confirmed. It was agreed that the Street Fair should offer to pay for its hire.</p> <p>DF and BI will retire at the AGM and offer themselves for re-appointment. Jennifer Harrisson has offered her services to become a Trustee and it was agreed she should be formally appointed at the AGM. The formal notice would reflect this with general wording in case more heads are raised above the parapet before the meeting takes place.</p> <p>The Trustee Report & unaudited Financial Accounts were circulated by NH & FR and accepted by the Trustees. The audit will take place next week after which it is expected all formal documents will be issued to Members as well as being placed on the website with a hard copy in the Post Office. NH has already sent an article to The Bulletin advising the meeting date, etc.</p> <p>FR proposed that the working capital fund for the 2019 Fair should be increased to £5,000 which was agreed.</p> <p>We have received a further £2,000 from HMR&C following a successful Small Donations Gift Aid claim. As this arrived in March it will not feature in the year to be reported at the AGM.</p> <p>JW proposed that as our bank balance was growing we should regularly review it and consider best use. Item for next agenda.</p>	<p>NH</p> <p>NH</p> <p>NH</p> <p>FR</p>
<p>7. Street Fair Org. Comm. update</p>	<p>FR advised that the following committee members were in place: Secretary – Sue Hodder; Treasurer – Freddy Robinson; Stalls Coordinator – Diana Segal; Operations – Ellie Payne; Social Networking – Jill Cocking; Catering & Bars – Richard Saunders.</p> <p>That left vacancies for Chair, Car Park Coordinator, Raffle and Costumes. Freddy was temporarily chairing meetings and would be happy to formally take on the role of Chair if a Treasurer could be found (FR would still maintain her role as Treasurer to MASF Trust).</p> <p>FR reminded the Trustees that we have a responsibility to ensure the Org. Comm. Is fully staffed.</p>	<p>ALL</p>

	<p>NH advised that if the Chair was already a Trustee there would be an opportunity for another member of Org. Comm. To become the ex-officio Trustee during the key management period of the 2019 Street Fair.</p> <p>FR also advised that the Org. Comm. is reviewing charging (visitors and stalls); publicity methods and sponsorship; after sales and electronic payment protocols; and means of obtaining post-Fair feedback. The Lake Field format is also under review – felt there may be better options to maximise its use. Agreed that the Trustees would review charging proposals from Org. Comm. At the next meeting.</p>	ALL
8.	<p>Invitations to 2019 Beneficiaries It was agreed to defer this item to the next meeting.</p>	NH
9.	<p>A.O.B. New Data Protection legislation – agenda item for next meeting.</p> <p>Dorset & Somerset Air Ambulance – DF/FR to agree suitable date for presentation of cheque. Publicity to be arranged with Dorset Echo, etc.</p> <p>Beneficiary awards – awards made in August 2017 are now due a follow up. Each beneficiary representative will be contacted for an update on expenditure.</p>	<p>NH</p> <p>DF/FR</p> <p>NH</p>
10.	<p>The next meeting will be held on Wednesday 23rd May 2018 at 7:30 p.m. in David's.</p>	