

## Minutes of the Collyweston Playing Field Association Management Committee Meeting held on Tuesday 13th January 2015 at 8.00pm in the Collyweston Slater

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**Present:** Shelagh Busby (Chairman), Kay Musgrove (Vice-Chair), Ray Wrynn,  
Gemma Barr and Jo Hemmingway (Secretary/Treasurer)

### **01 Apologies for Absence**

David Lattimore and Rachel Lovelock

### **02 Minutes of the previous meeting – 17<sup>th</sup> September and 3<sup>rd</sup> December 2014**

The minutes were signed as a correct record of the meeting 17<sup>th</sup> September 2014

Proposed Ray Wrynn                      Seconded Kay Musgrove                      All agreed

The minutes were signed as a correct record of the meeting 3<sup>rd</sup> December 2014

Proposed Shelagh Busby                      Seconded Jo Hemmingway                      All agreed.

### **03 Christmas Raffle and Fun Quiz Update**

We made £133.50. All the raffle tickets were sold. After a brief discussion it was decided to increase the ticket charge to £1.00 rather than increase the amount of tickets.

### **04 Finance- Receipts & Payments**

Receipts from last meeting were:

- £163.50 – Fundraiser £133.50 plus £30.00 petty cash banked into the cheque account

Payments since last meeting – East Northants Council – renew lottery licence £20.00. This was paid online by the treasurer and refunded from the pettypcash, witnessed by Chairman.

Balance of the CPFA accounts stand at £12,120.54p.

### **05 Fundraising Events**

A long discussion was held on the best events to hold this year:

Country Fayre: how would we overcome the car parking?

Casino Night: do we still have the same contacts?

Should we have a band night – inside or out? Do we need to have a street closure?

We need more members to even consider doing larger events. Kay suggested to set up a survey on our website and Facebook page to drum up interest. Often we need extra help just on the day of an event. We don't need full time commitment.

It was decided that we would hold the Fayre in 2016 and this year we would concentrate on fundraising.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

We discussed some potential dates for a fundraising event but we need to check with the other members that these are suitable. These were Saturday 20<sup>th</sup> June, Saturday 27<sup>th</sup> June, Saturday 4<sup>th</sup> July and Saturday 11<sup>th</sup> July. A decision will be made at the next meeting.

**06 General Maintenance**

Shelagh and Jo met up to look at the hedging. The hedges do need to be cut depending on costs. Jo will get some quotes.

**07 Next Management Meeting**

The next meeting will be held on Tuesday 24<sup>th</sup> February 2015 at 8pm.

There being no further business to discuss the Chairman closed the meeting at 9.00pm

Signed: \_\_\_\_\_

Date: \_\_\_\_\_