



Banstead Village in Bloom Executive Meeting Notes

15/09/2021

Executive meeting notes are posted on the BViB Website.

Present David Martin (Chair) Lynne Hack (Secretary) & Advice on Council Matters Marion Hayns Sponsorship and Fundraising Kerry Garner Volunteers and Media Sally Hale Project Design	Apologies John Hayns (Treasurer) RBBC representatives have an open invitation to attend Executive Meetings or provide an email update	
Agenda Item	Decisions	Action by:
1. Welcome and Apologies		
2. Current Financial Position	<p>David and John have compiled a document with a breakdown of all the CIL grant spending to date. When finalised, the document will be forwarded CIL Team offering a meeting with the Chair, who will go through the accounts to reassure them on what the monies have been spent on.</p> <p>The need to increase our contingency to £2,500 was discussed and agreed – this equates to roughly 1 year expenditure.</p>	<p>David and John</p> <p>John</p>
3. SENSORY GARDEN	To be dealt with on 19 th October	
4. CIL FUND VIRMENT	To be dealt with on 19 th October	
5. CIL FUND MAINTAINANCE	To be dealt with on 19 th October	
6. CIL OTHER PROJECTS	To be dealt with on 19 th October	
7. 2022 Village Day	Complete	
8. Fundraising and Communication	<p>1. Quiz Night. – David and Marion</p> <ul style="list-style-type: none"> • Will be on Saturday 25th September, at the Community Hall. • Access from 6pm. • Bring platters. • Bring your own wine etc. • There will not be a Raffle • Tickets will be £12 per person • Tables of 8 only. 14 tables. = 112 people. • Prizes for the winners have been procured. 	<p>All</p> <p>Marion</p> <p>David</p>

	<ul style="list-style-type: none"> • Food: Sandwiches, pork pies, sausage rolls, vegetarian platters, cup cakes. Cheese and Nachos to be on the tables from the beginning. • Glasses – Pint glasses, 48 ½ pint glasses and 72 wine glasses. • Water will be provided. • Hand sanitisers are in the foyer, and we will be provide on the tables • We will wear masks whilst serving food. • Black bags and labels for rubbish. • Donation Box at entrance/exit. • We will have Christmas cards for sale by the entrance. <p>2. <u>Charity Christmas Fair.</u> Saturday 2nd October. - Marion and Lynne</p> <ul style="list-style-type: none"> • We will take a table at the fair this year. • Lynne is making Lavender Bags; Kerry has new photos for Christmas cards, which Lynne is making. • Button Christmas tree decorations, hopefully from Louisa. 	<p>Sally Sally David</p> <p>David to purchase All David Marion</p> <p>Lynne</p> <p>Lynne Lynne</p> <p>Louisa/Kerry</p>
9. Review of Donations Policy	To be dealt with on 19 th October	David
10. Lady Neville Playground Refurbishment.	To be dealt with on 19 th October	
11. AOB	To discuss arrangements for the AGM on 19 th October	David
12. Next Meeting	Tuesday 19 th October 2pm. At Marion and John's	
<p><u>Dates of Future Meetings</u></p> <p>Executive Committee: Next meetings: Tuesday 19th October 2pm. At Marion and John's</p> <p>AGM – Tuesday 16th November 2pm – Mead Room at the Community Hall</p> <p><u>Volunteer Working parties</u> Fridays 09:30 continued work at All Saints' church, and High Street. Mondays 09:30 Litter picking - place to be advised</p>		