**OTTERHAMPTON PARISH RECREATION ASSOCIATION**

**Minutes of the OPRA Committee Meeting held on Monday 15th February 2016 at 7.30 pm**

**at The Anchor**

**PRESENT**

Tina Gardener (Chair) Mary Cornish

Ann Leathwood (Secretary) Di Davie

Sue Francis (Treasurer) Barry Leathwood

Bev Smith Jacqui Sparks

The Chair welcomed members to the meeting.

 **16/01 APOLOGIES** - none have been received.

 **16/02 MINUTES OF THE LAST MEETING**

Minutes of the meeting held on 12th October 2015, were approved as a correct record and signed by the Chair.

 **16/03 MATTERS ARISING**

1) Projector – Barry confirmed that he had purchased a projector from Maplin Electronics at a cost of £259.99 on 3rd November 2015 on behalf of the committee.

2) Di and Barry attended the First Aid Course at St John Ambulance in Bridgwater and had been successful in gaining their certificate for a further 3 years.

3) The 100 Club leaflets have now been updated.

 **16/04 CORRESPONDENCE**

1. Copy of Planning Permission from Sedgemoor District Council for the Pavilion to be erected on Combwich Common. Barry explained the reason for it – difficulties over shipping container belonging to Boat Club.
2. Wessex Water informing us of inspection. The treasurer advised that she was the OPRA contact for Wessex Water

1. Card from Olive Abbey, winner of 100 Club Christmas draw, expressing her thanks.

 **16/05 TREASURER’S REPORT including 100 Club**

 The Treasurer reported there were no changes since the last meeting, i.e.

 Bank £ 653.32 Cash £ 192.34

 100 Club £2036.61 Savings £2344.69

 The following cheques have been drawn:

 24.10.15 First Aid Training (Barry and Di) £ 60.00

 24.10.15 Kite making equipment 11.29

 24.10.15 Petrol for mower 38.31

 24.10.15 Liability insurance – AON UK limited £258.39

 2.11.15 G Wigley – Website Equipment & Maintenance 100.00

 2.11.15 S Webb – Lantern making materials 50.00

 14.11.15 Firework donation to OPC 616.00

14.11.15 Wine for Seniors Xmas Dinner 240.00

 14.11.15 2 reams paper (Ann) 6.00

 2.12.15 BWBSL water rates 12.56

 2.12.15 Optoma Projector 259.99

 2.12.15 Ink cartridge 64.34

 27.12.15 Firework buckets 4.80

 27.12.15 Quiz night prizes 32.55

27.12.15 Race Night food 25.63

27.12.15 Xmas Dinner- puddings, chocolates 23.99

27.12.15 Xmas trees and lights 139.97

27.12.15 Xmas table decorations 41.90

27.12.15 Xmas – turkey, crockery hire, misc. foods etc. 239.93

27.12.15 OVH hire of hall for Race Night 25.00

27.12.15 G Wigley – website annual fee 53.86

27.12.15 2 reams paper - Ann 6.00

27.12.15 Veg & fruit basket – Seniors Dinner 55.30

 Sue has received a letter from Lloyds Bank informing her that cheques are being phased out and monies will have to be paid directly into 100 Club members bank account. Sue will contact Bank and report back.

**16/06 REPORT ON:**

1. Fireworks -Lanterns were a huge success and made a good opening for the firework display. It is hoped to make this a permanent feature. £369.00 was collected on the night in both the barbeque and the ‘bucket collection’ but there was a net cost to OPRA of £251.00. More people to collect required for next year.
2. Seniors Christmas Dinner – again it was a huge success. Everyone agreed the meal was excellent. Mike Gardener provided entertainment over the evening and our thanks go to him and all our ‘helpers’. The cost to OPRA was £447.00 (roughly £7 per head. It was agreed that the cost to those who attend but haven’t reached 60 be increased. Ray (chef) said next year he would bring both the custard and gravy already made from home, in the hope of making it a bit easier in the kitchen. Also next year we require a waste food bin.
3. Talk by Alys Laver – quite well attended. Alys gave an excellent update on the Steart Marshes with the help of a power point programme. (We were able to use our new projector!). It was agreed to report on this in Otter Tales to say that an update is available on line. There is also the possibility of a guided walk around the Marshes.
4. Race Night – was not very well attended and the Village Hall was a bit too big to promote an ambience. Even so OPRA made £234.00 profit. It was agreed if we repeat it, the Anchor would be the preferable venue.
5. Quiz Night – only 14 attended but it was good fun and we made £30+ profit.
6. Lantern making (as reported under item 1) was excellent and our thanks go to Sarah Webb for organising the event.

 **16/07 EASTER ACTIVITES**

Jacqui and Bev agreed to set the questions of the Easter Egg Hunt on Good Friday. It was agreed **t**o purchase 70 Easter Eggs from the Post Office. A large Egg will be required for the overall winner.

 We are not sure whether Shaun and Mary are able to conduct the Quiz on Easter Sunday evening, Tina will contact and let us know.

Prizes will be required for both children and adults and it was agreed that we ask for donations in the next edition of Otter Tales.

**16/08 ANNUAL GENERAL MEETING**

The agreed date is Friday, 18th March 2016 at 7.30 at the Anchor. It was agreed to send out invites and agenda as last year. It was agreed to ask Matt to provide light refreshments when number who will attend is known.

Tina confirmed that the Annual Charity Return had been submitted and that Mary, Bev and Di were now Trustees of OPRA.

 **16/09**  **FETE 2016**

A report on the meeting held on 27th January for volunteers offering their help with the Fete. A further meeting has been arranged for 24th February when it is hoped to elect a Fete Secretary. File and computer copies will be passed on. Ann agreed to send copies of lists to committee members.

Ann agreed to write to Helen Rees who works for Barclays Bank as she has said she will ‘poundmatch’ one event of the Fete.

**16/10 QUEEN’S 90TH BIRTHDAY**

Discussion took place on possible activities to celebrate the Queen’s birthday. The official dates are 4th, 5th and 6th March, when it was suggested ‘Clean for the Queen’ which would be a community effort and perhaps clear litter, tidy up generally in the village etc. We will agree a later date, possibly May. We could contact SDC who will provide a ‘cleaning kit’. A BBQ for volunteers could be provided after the clean up? A decision on whether we light the beacon will be made later

**16/11 GRANT APPLICATION FORM**

 Discussion took place on revised application form and it was proposed by Barry and unanimously agreed to adopt the form. This could also be added to the website to enable applicants to access it and also reported on in in next Otter Tales.

**16/12** **ANY OTHER BUSINESS**

 Please have any articles for Otter Tales by 5th March please.

 **DATE AND TIME OF NEXT MEETING** - to be agreed

 The meeting closed at 9.40 pm.

 Signed…………………………………… Date………………………..