**OTTERHAMPTON PARISH RECREATION ASSOCIATION**

**Minutes of the OPRA Committee Meeting held on 22nd November 2016 at 7.30 pm**

**3 The Towers**

**PRESENT**

Jacqui Sparks (Chair) Barry Leathwood

Ann Leathwood (Secretary) Mary Cornish

Sue Francis (Treasurer) Di Davie

Bev Smith Tina Gardener

 **16/41 APOLOGIES** - Felicity Ashworth

 **16/42 MINUTES OF THE LAST MEETING**

Minutes of the meeting held on 5th October 2016, were approved with the exception of Minute 16/37. Amended time for Christmas Tree lighting time should be 5 pm and not 6 pm. Noted and amended.

**16/43 MATTERS ARISING**

 No matters arising.

**16/44 CORRESPONDENCE**

1. Letter from OPC requesting barn rent. (has now been paid)

**16/45**  **FIREWORKS AND LANTERN**

It was unanimously agreed the evening had been very successful. Burgers and hot dogs sold out very quickly – possibly doe to the very cold and windy weather. Revd. Waters lit the beacon after several attempts to keep the match alight! Agreed we must buy a weatherproof lighter for next year!

The lantern parade was great – lots of colourful lanterns with many parents joining in the parade. Tina will ask Sarah Webb about costs for the materials and we will reimburse her.

Sue said she had banked £516.40, but there are still some bills to be paid.

**16/46 SENIOR’S CHRISTMAS DINNER AND TREE LIGHTING**

 The Christmas trees were usually purchased from Mr Coles of Merridge and Tina took his details from Mary and agreed to order two trees (12 foot and 10 foot) for Combwich and Steart. Hopefully they will be delivered on Friday, 2nd December, so they can be decorated.

 It was agreed to ask Simon Darch if he could collect them in his trailer. The lighting would then take place on Sunday,4th December at 5 pm. Sarah Webb has agreed to switch them on. It was also hoped to have the lanterns out as well.

 Christmas Dinner – replies have been received (70 as at 23rd Nov.). Discussion took place on the arrangements and the food and equipment list updated. Jacqui will order crockery to be hired from Mid Somerset Catering on Bristol Road (Rob Dray?) and arrange its collection.

 Various suggestions for entertainment were discussed and a programme was agreed upon, inc. Music quiz, sing-a-long, poetry. Brian Sparks has agreed to act as compere. Ann agreed to contact helpers re time etc.

**16/47**  **ANY OTHER BUSINESS**

 Ann told the committee that she wishes to resign as Secretary at the AGM in March.

 **DATE AND TIME OF NEXT MEETING** – 7.30pm Tuesday, 7th February, 2017 at 3 The Towers.

 The meeting closed at 9.30 pm

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 Signed…………………………………… Date………………………..