**OTTERHAMPTON PARISH RECREATION ASSOCIATION**

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

**32 Nursery Close**

**PRESENT**

Jacqui Sparks (Chair) Barry Leathwood (Vice Chair)

Ann Leathwood (Secretary) Bev Smith Di Davie Felicity Ashworth

Tina Gardener Mary Cornish

Melvyn Fooks

**17/42 APOLOGIES** Sue Francis

 **17/43 MINUTES OF THE LAST MEETING**

Minutes of the meeting held on 18th October 2017, were approved and signed by the Chair.

**17/44 MATTERS ARISING**

Di reported that Derek Selway will replace the door once he has access subject to a satisfactory quote.

 **17/45 CORRESPONDENCE**

 Letter of appreciation concerning the firework display

**17/46 TREASURER’S REPORT**

Treasurer was unable to attend due to illness, but emailed the following report: -

At the Fireworks Display we took £555.23 in donations and £186.00 on the BBQ.  No one has asked for any reimbursement so after paying £696.00 towards the fireworks we made £45.23.

Last year we took £352.38 in donations and glow sticks and £181.60 on the BBQ. After expenses of food and tape of £49.94 and firework cost of £638.00, we were in deficit by £153.96.

**Financial statement**

 Bank account £988.93

Cash £186.43

100 Club £1642.05

Savings £3060.45

**Total £5877.86**

 **Cheques Drawn**

 17/05/2017 copy paper £6.00

 17/05/2017 printer ink £90.33

 17/05/2017 Wine, Easter prizes £12.00

 17/05/2017 80 Easter eggs £120.00

 17/05/2017 main prize Easter Egg £8.00

 17/05/2017 barn rent opc £100.00

 27’05/2017 water2business £12.74

 29/05/2017 kite making and donation £25.00

 06/07/2017 mower insurance £162.78

 06/07/2017 donation Friends of Otterhampton School £150.00

 20/08/2017 M Gardener petrol & mower tyre £146.17

 10/11/2017 donation for fireworks to opc £696.00

 10/11/2017 S Francis – public liability insurance £270.06

 10/11/2017 water2business water rates £11.11

Last year we gave Sarah Webb a donation of £100 toward the lanterns.  This came out of donations not the firework account

 **17/47** **FIREWORK DISPLAY**

 All agreed the Lantern and Fireworks display was a great success which brought many more people out to watch. Thanks to volunteers who made it all possible Ray Bollen (bbq), Sarah Webb designer and organised the making of the lanterns and directed the parade. Jude Cound for the sound and light display, Richard Navoy and Martin Rackman played the space man and alien respectively. Our superb firework display team, Adrian Floyd, Simon Briggs, Paul Cadmore & Kevin Partridge orchestrated the firework display. Mike Gardener was the MC and much more behind the scenes.

 It was noted that Sarah Webb had given a great deal of time and expense in creating the Lanterns and should be recompensed. Last year we donated £100 towards the cost, but it was thought the cost was likely to be higher this year. Agreed that Tina speak to Sarah to determine what we owed her.

 As noted in the treasurer’s report above, the collection buckets yielded substantially more money in donations than the previous year.

 Thanks, were also expressed to Adrian Floyd for his updating of the firework equipment.

 There was some concern expressed about the disposal of faulty fireworks at the end of the display. The risk assessment to be amended to reflect this concern.

**17/48** **CHRISTMAS DINNER**

 It was reported that 65 replies confirming attendance at the dinner. The checklist was reviewed and actions were agreed as per the checklist. Agreed we meet at the hall 10am Saturday to prepare for the event.

**17/49 CHRISTMAS TREES AND LIGHTS**

It was confirmed that the two Christmas trees for Combwich and Steart had been ordered via Bob Withers and will be erected by Mike Gardener, Melvyn and Barry.

The lights will be switched on after Christingle on Sunday 3rd December by Liz Brown at approximately 5pm

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**17/50** **CIM FUND**

Barry reported that the fund would shortly be open for application. Members agreed possible applications for the next meeting.

**17/51** **OTTER TALES**

Closing date for copy for the issue is Sunday 7th January to advertise OPRA events.

**17/52 ANY OTHER BUSINESS**

Jacqui reported that she had been approached by the chair of the village hall committee about co-operating with the social club and OPRA on organising a village Fete for 20018. Members agreed that OPRA should not take on the responsibility of organising such an event, but would support another organisation if they were to take the lead.

 There was no further business and the meeting closed at 9.45 pm.

**DATE AND TIME OF NEXT MEETING**

7.30 pm on Wednesday 24th January 2018

 Signed…………………………………… Date………………………..