**OTTERHAMPTON PARISH RECREATION ASSOCIATION**

**Minutes of the OPRA Committee Meeting held on Wednesday, 21st November at 7.30pm**

**17 Martyn Close**

**PRESENT**

Tina Gardener (Chair) Di Davey

Barry Leathwood (Vice Chair) Felicity Ashworth

Ann Leathwood (Secretary) Mary Cornish

Sue Frances (Treasurer) Melvyn Fooks

Bev Smith Jacqui Sparks

**18/104 APOLOGIES :** None

 **18/105 MINUTES OF THE LAST MEETING**

The minutes were approved by the meeting and signed by the chair.

**18/106 MATTERS ARISING**

None

 **18/107 CORRESPONDENCE**

 Letter from Helen Jowett expressing her appreciation of the Lantern and Firework display.

 Letter from Otterhampton Parish Clerk offering conditional support for our plans for the pavilion. (See minute 18/110)

 **18/108 TREASURERS REPORT**

 Cash £186.03

 Bank £543.27

 Savings £3264.00

 £100 Club £2288.50

Ann reported that there were 93 members in the 100 Club up to 31st December 2018 and four new members from the1st January 2019.

**18/109 FIREWORKS AND LANTERN DISPLAY REPORT**

 Members were pleased with the lantern parade and the firework display and the number of people who turned out to support the event despite the uncertain weather. Congratulations to all involved.

 Commenting on the BBQ it was agreed the next year we need to increase the number of burgers to 72 plus a vegetarian option. One box of sausages would be sufficient. A larger float is also required for next year.

 Sue agreed to contact Pains Fireworks in June 2019 to arrange a suitable date for training of new volunteers. Mary suggested Warren Cornish may be interested in attending a training session.

 Sarah Webb has not yet submitted her bill relating to the cost of materials etc. Agreed Tina will discuss this with her on the basis that she is not out of pocket. It was noted that £90 had been received from children attending the workshops. It was not known what the income was from the adult workshops. The committee agreed that the sum of £50 be paid to Sarah in appreciation of her efforts in addition to the cost of the materials.

 Sue provided a cheque for £120 to be paid to the village hall for the hire of the hall for the children’s workshops.

 A total of £714.53 was raise by a combination of bbq sales and bucket donations.

**18/110 PAVILION**

 Letter from the Parish Council Clerk expressing the councils support for the replacement of the pavilion on the common with a slightly larger wooden structure, 12” to 18” higher and in the same site, providing there is no increase in the concrete base.

 The committee was happy with these restrictions, but agreed there should be sloping roof, double doors and fold down steps or ramp, plus solar panels to provide lighting. Tina agreed to seek expert advice before proceeding further.

 It was agreed that we should at the appropriate time make an application to the Hinkley Point Community Fund, but that we would also need to consider other funding sources.

 **18/111 CHRISTMAS DINNER** *(1st December)*

 Ann reported that there were 69 confirmed attendees for the dinner. The checklist was updated with all the information necessary and will be circulated to members. Members will meet to set up the tables and prepare the hall from 10am on Saturday 1st December.

 Mary reported that the two Christmas trees (Combwich and Steart) will be delivered on Saturday morning to be erected by Mike Gardener, assisted by Melvyn and Barry. It was noted that we will have to make other arrangements for the trees next year.

**18/112** **TALKS**

 It was agreed that Jacqui and Di will agree a date for Jacqui’s talk entitled “Turning life’s challenges into personal growth” An introduction to Emotional Logic.

**18/113 LOCAL HISTORY PROJECT**

 Barry proposed that we set up a local history project with OPRA support, based on information which is already available, in addition to the excellent work of Bill Johnson who produced the millennium book Otterhampton Parish 2000. It was agreed that an appeal to people who had local historical information and photographs be made in the January Otter Tales to contact Barry with a view to copying them for an exhibition to be held in March 2019 in the village hall. In the meantime, Barry will be contacting other individuals known to have important information.

A session in the village hall will be arranged to scan photographs and other information which will be used in the exhibition in March.

**18/114** **ANY OTHER RELEVANT BUSINESS**

 Tina reported the Charity commission now requires OPRA to have certain policies in place including, volunteers policy and a risk management policy. Agreed Tina and Barry will produce a report for the next meeting

 The meeting closed at 9.45 pm.

**DATE AND TIME OF NEXT MEETING**

To be agreed.

 Signed…………………………………… Date………………………..