**OTTERHAMPTON PARISH RECREATION ASSOCIATION**

**Minutes of the OPRA Committee Meeting held on 2nd April 2019 at 7.30pm**

**32 Nursery C;los**

**PRESENT**

Tina Gardener (Chair) Di Davey

Barry Leathwood (Vice Chair) Felicity Ashworth

Ann Leathwood (Secretary) Mary Cornish

Sue Frances (Treasurer) Melvyn Fooks

**19/01 APOLOGIES :** Bev Smith

 **19/02 MINUTES OF THE LAST MEETING**

The minutes of 21st November 2018 were approved by the meeting and signed by the chair.

**19/03 MATTERS ARISING**

The need for a volunteers policy and risk assessment management policy as part of the constitution is still in hand.

 **19/04 CORRESPONDENCE**

 Email acknowledging our letter to the village hall supporting improved disability access to the village hall.

 **19/05 TREASURERS REPORT**

Not available

**19/06 EASTER ACTIVITIES**

 Questions for the Easter Egg Hunt on Good Friday were submitted by Bev in her absence were welcomed subject to a couple of small queries. Tina agreed to order 80 Easter Eggs at £1.35 each from the post office. Sue agreed to purchase the large (first prize) egg. Agreed committee members will donate raffle prizes.

 Confirmed that Mary and Sean will conduct the quiz on Easter Sunday at the Anchor as usual. Barry to produce posters advertising both events including for the school.

**19/07** **REPORT OF CHRISTMAS DINNER**

 All agreed the evening went well and notes of appreciation were received.

Agreed a brief team meeting needed before commencing service.

Portion size needs to be consistent.

Several bottles of wine left *(were used at AGM).*

2019 Dinner to be 7th December – Di to book village/school hall.

Consider inviting a guest and partner who may live outside the parish but involved in village activities.

Book the Combwich Choir.

Ask Ray to complete Hygiene certificate – OPRA to pay.

**19/08** **PAVILION**

Tina reported that she had arranged a site meeting for the following day with a representative of Portakabin. Agreed Barry should attend also.

**19/09 FIREWORKS AND TRAINING** **AND LANTERN WORKSHOPS**

Sue advised that the training will be held on 21st September 2019. Agreed to seek volunteers in coordination with the existing team. Agreed to arrange a meeting with Sarah Webb to organise this year’s lantern workshops

**19/10 TALKS**

See local history project below

 **19/11 LOCAL HISTORY PROJECT**

 Barry and Di reported on a meeting of the local history project which is summarised below

* Research to be based on the whole parish of Otterhampton
* An appeal for support be made in the May Otter Tales which goes to every household
* Helen will repeat her 1985 exercise of photographing Combwich
* Sheena will take the lead in establishing a Facebook local history page
* Mike will consider how best to digitalise our research
* Paul will scan and circulate Roses in September
* Barry look at setting up a local history section of the Combwich website
* Di and Barry will talk to the OPRA committee about sponsoring talks
* Helen agreed to contact Chris Sidaway
* Everyone should circulate any suggestions to all in advance of a future meeting so that our work continues

 The next meeting of the group will be on the 29th April.

 The OPRA committee agreed to sponsor talks in the village hall next autumn/winter as part of the project. Agreed no charge be made.

**19/12** **WALKS**

 The next walk is due on Easter Sunday but it was agreed to circulate walker to as if they wanted to walk on that day or the week before or after. Agreed to go with the majority.

**19/13** **ANY OTHER RELEVANT BUSINESS**

 Reported that Tina, Di and Barry had attended the emergency first aid course.

 The meeting closed at 9 pm.

**DATE AND TIME OF NEXT MEETING** To be agreed.

 Signed…………………………………… Date………………………..