**OTTERHAMPTON PARISH RECREATION ASSOCIATION**

**Minutes of the OPRA Committee Meeting held on Monday 18th October 2021 at 7:30pm**

**In the Anchor**

**PRESENT**

Tina Gardener (Chair)

Barry Leathwood (Vice Chair)

Carol Bradbury (Secretary)

Sue Francis (Treasurer)

Di Davie

Mary Cornish

Connie Sanders

Pete Sanders

Melvyn Fooks

**21/20 APOLOGIES** Felicity Ashworth, Ann Leathwood, Paul Bradbury

 **21/21 MINUTES OF THE LAST MEETING**

The minutes of the last meeting (23rd June) were approved and signed.

**21/22 WELCOMING NEW COMMITTEE MEMBERS**

Tina welcomed new members to the committee.

 **21/23 CORRESPONDENCE**

 Tina wrote to OVH re the charges for the Christmas dinner. OVH have responded and stated that they think it is unlikely anyone will book the time in the middle of the day, and should anyone do this they would offer alternative dates and/or rooms.

 Whilst the committee were very disappointed that OVH had not said that they would not hire the hall out under any circumstances during the day of the Christmas dinner, the decision was taken to remain with the arrangement to hold the dinner in the Village Hall.

**21/24 FIREWORK DISPLAY**

 The committee ran through a prior copy of the checklist to ensure that the items were covered. A new list showing the amendments will be drawn up and circulated.

 Check everything is in place by Saturday 6th November.

Meet at 2:00pm on 7th November to set up for the evening.

It was suggested that we give bank account details so that people can donate online if they would prefer. Barry suggested details should be put on online and on posters.

Sue will look into how much the bank charge for a handheld payment device would be.

Flyers to be sent to the school to be handed out when they return to school in November. There is a separate school website that could be used.

**21/25 CHRISTMAS DINNER**

Scheduled for 4th December.

List to be circulated to committee members so that any required changes can be made to the list. Over 65s only.

Tina will ask Matt where he gets his veg from as we were let down by the company supplying pre-prepared veg last time (carrots, sprouts, swede, parsnips & potatoes).

Connie volunteered to make stuffing.

Mary volunteered to get 100 small rolls plus a few larger rolls for sandwiches.

Invitations need to be sent out 7th November, responses by Friday, 26th November. Di offered to deliver the invitations in Combwich and Tina offered to cover the invitations outside of Combwich.

A meeting will be arranged for 24th November to discuss the Christmas dinner at The Anchor.

Invitations to be printed with the usual choices and asking if there are any special dietary requirements. These should be distributed on Sunday 7th November.

 Entertainment, Michael can arrange.

Tina to order turkey from Matt. It was suggested that we might put some additional meat in a dish on the tables so that people can have more if they wish to.

Village Hall – it is expected that OVH will have decorated the hall already.

Tina to check what cutlery is available.

Need raffle prizes – these are usually donated.

**21/26 CHRISTMAS TREE**

Tina to order.

**21/27 ANY OTHER RELEVANT BUSINESS**

**Combwich Ponds:** There have been 30 emails so far. Barry will send draft.

**Roles of the committee members:** In the New year we should look at how we share out the roles e.g. emails, website, etc. Otter Tales takes several days to put together, Barry has spent a lot of time on this and other items as a lot of communications centre around him. It would be good if someone could take this over.

 **21/28 DATE AND TIME OF NEXT MEETING**

The next meeting will be held on 24th November at 7:00pm.

 Signed…………………………………… Date………………………..