**Shadoxhurst Village Forum**

**Notes**

* To maintain the quality of life for all in the village
* To generate issues that could be put to the Parish Council
* To re-kindle community spirit and engender friendship
* To build a social feeling in the village
* To suggest things that will bring people together
* With a Vision to create and develop a positive community spirit.

**29th Village Forum Meeting**

 **on**

**Monday 15th November 2021**

**In the Village Hall at 7.30pm**

1. **Welcome and introductions** - apologies from Emma
2. **Election of Chairman and Note Taker -** no volunteers for Chair, Peter undertook a facilitator role sharing note taking with David
3. **Open Forum –** no items raised for later discussion
4. **Craft Fair event 27th November**
* HC gave update on stalls booked & table plan – 15 tables have been booked following a trial layout for the hall. There is limited space for people to linger with teas and coffees in the hall – Peter will supply a marquee to be placed on the grass by the entrance for over-spill.
* David provided Flyer Bundles for delivery Tues / Weds this week
* All present will help decorate and set-up the hall on Friday the 26th November from 5pm. Peter and John will meet at the pavilion at 4.30pm to obtain tables and any other items for use in the hall. Each stall table to have two chairs – surplus chairs to be stored in the kitchen – low tables and plastic chairs to be used outside for additional seating. The weather forecast is currently showing cold, light wind and drizzle – hopefully this will improve.
* Music – Peter will supply the necessary equipment and music to be played in the background for atmosphere. It was confirmed Caroline in the SPC is organising the necessary music licence.
* Raffle & Prizes – a number have already been provided, more to follow plus Lis will make up a Hamper for first prize. Lis will organise and run the item on the day - £1 a strip for tickets to be drawn at 1.45pm
* Co-ordinating Helpers – Kitchen Paul and Sam to organise and run on the day with support from Karen as needed
* A number of cakes have been promised plus (after a taste test) 90 mince pies from Aldi will be available. Hannah will create a price list – 50p for tea or coffee, 50p for a mince pie or £1 for a piece of cake. Orange/Blackcurrant squash to be available free.
* Hannah and John will purchase items for refreshments
* A banner has been ordered by Hannah for display on the village hall railing in the week leading up to the event plus will post a daily countdown of stalls on social media.
* Hannah to co-ordinate the payment of any expenses from takings on the day – all to submit receipts with a claim where monies have been paid ahead of the event. Any residual funds to be given to Caroline for inclusion within the Forums funds.
1. **December Quiz** (4th December) – Karen is leading this event and advised space for 1 more table remains, Peter to publicise space on social media

As event will entail entrants bringing their own food and drink there should be minimal need to volunteers other than to set out the hall and then clear away.

Peter to obtain tables from the Pavilion and provide a PA system. Decorations to be left adorning the hall following the Fair and then non-forum items to be returned. The coffee club has requested the trees for their Christmas event on the 14th December.

Lis will also organise a raffle for this event.

Helpers to take a black sack of rubbish home with them after the event to spread the impact.
2. **2022 Events**Murder Mystery (26th Feb) – Lis will co-ordinate the ticket sales and advertising,

Craft demo (25th March) – Hannah to progress with support from Forum members as necessary

Queen’s Jubilee weekend (June), help and ideas needed – this to be the main focus in the New Year as it will require planning and organising (a volunteer base and items for inclusion). The intent is to make this a fun event for all – monies held attributable to the Forum to be used as needed to achieve this.

Peter clarified monies held by SPC attributed to the Forum (£1,555.89), Fete (£2,590.64) and Land Trust (£1,131.45) based upon his work with Caroline.
3. **Village Fete** 16th April – it was felt that this would require considerable input from the available Forum members at the meeting and due to the uncertainty of weather and MVA (Marsh Vintage Amusements) the group should focus on the Jubilee event.
4. **Clubs and Groups news**Coffee club has it’s Christmas party on the 14th December with it’s final meeting of the year on the 21st. The first meeting of 2022 will be the 4th January.Garden Club – next meeting due on the 29th November
History Club – next meeting 9th December
Ark Drama 2000 – last meeting with awards and “light” performance on 14th December. Future full performances should take place in April 2022 and July 2022.
5. **Parish Council Updates – no items reported**
6. **Any Other Business – nothing raised**
7. **Date of next meeting – Monday 10th January 2022 to include reports back from Hannah and Karen upon the respective events.**