

Friends of Starbank Park

Committee Meeting

7.30pm, Monday 28th July 2014, Starbank Inn

Minutes

Present: Alastair Robertson, Chair
Janet McArthur, Secretary
Graham Buckley (Treasurer)
Sandy Logan
Stan Dunlop
Stuart Gardiner

1. Apologies were received from Liz Nicholson.
2. The only agenda item was the wine and cheese evening on 7th August.
3. The go ahead was given on 28th July, subject to providing an insurance certificate.

4.

<i>Wine donations</i>	White	red	rose	Prosecco or similar
Stan	2	2		
Graham	3	3		
Alastair	3	3		
Sandy			4	
Stuart	3	3		
Janet	1	1		4
Liz	Janet will ask Liz for a wine donation if Liz is back from holiday			

It was agreed that the upper limit for wine should be in the order of £5 per bottle

5. *Soft drinks*: Stan will donate 4 bottles lemonade, Janet will bring 2 large bottles of squash, Alastair will bring 6 still and 6 sparkling bottles of water. Alastair will buy 4 bags of ice.
6. *Food*: It was agreed that there would £50 of Friends funds made available for the food. Janet will make the purchases. Items to bought include: 15 baguettes , oatcakes, cheese crackers (eg Ritz). Cheese may include cheddar, Emmental and brie. Janet will decide. Nibbles, not nuts, and grapes will be purchased. Stan volunteered to donate some

nibbles.

7. *Tables and table cloths:* Stuart has already arranged for two and will get a third if necessary. Stan has paper table cloths.
8. *Glasses:* only plastic glasses will be used. 60 will be necessary. Only plastic cutlery will be used. Alastair and Janet will check what cutlery they have. Alastair will check the availability of paper plates. Janet will buy "glasses", cutlery and plates as necessary.
9. *Publicity:* Alastair will e-mail members. Janet will e-mail neighbours. Alastair will invite Allan Jackson, Ritchie Fraser, Jen Johnstone, Adam McVey, the Borthwicks and Julie. Alastair will ask Richard Scott if he could circulate a note round members of the Community Council. Janet will invite Vicki Redpath and Newhaven Heritage. Stuart will invite his daughter Claire in recognition with her work with Brownies in the park. Janet will put a notice on the Facebook Page and Alastair will put one on the website. Janet will review and finalise the poster and Janet and Alastair will circulate in local businesses.
The banner will be displayed in the park.
10. We will meet in the park at 6.30pm on the 7th. Anybody who is having a major difficulty in undertaking one of their actions will contact Janet or Alastair.

AR

30/07/2014