

FRIENDS OF VALLEY GARDENS
Old Magnesia Well Pump Room Restoration Group
Minutes of meeting held on 26 May 2011

1. **Present:** Betty Bentley, Bridget Bowden, Des Smeaton, Jane Blayney (Chairman), Peter Blayney.
2. **Apologies:** Helen McCallum, Neil Hughes, Tony Sissons, Jim Clark, Martin Fish, Mark Coston, Wayne Trott, Sally MacKenzie.
3. **Minutes of last meeting:** These were accepted as a correct record.
4. **Matters arising:** None.
5. **Landscape and Building Works:** Quotations requested had not been received. **ACTION** Jane will chase via Patrick Kilburn. NEDL were still maintaining their position. **ACTION** Jane to ask Neil and Tony to chase HBC as a matter of urgency.
6. **40's Tea Dance:** Jane reported that sales had been slow but costs were now covered with 13 paid and 4 more promised to pay at the door, excluding committee members, plus more likely from the Adelphi and Hampden House. Expenses were £175 to the Cairn Hotel plus £1.50 per head for tea and biscuits – free to customers. Mary Smeaton had kindly agreed to provide flower arrangements and Jennifer Whitelegg flowers for the tables. Bettys had promised a raffle prize of tea and various other prizes had been secured. There would be a free tea quiz. **ACTION** Peter will man the door. **ACTION** Sylvia Whitman will deal with the raffle, assisted by Betty. **ACTION** Neil will provide a 40's style power point display. **ACTION** Jane and Bridget to visit the Cairn Hotel to explore decoration possibilities and Southfield Nursing Home to encourage support. **ACTION** Jane and Neil to prepare a presentation board with which Betty will assist. **ACTION** Jane to pursue media publicity. Agreed it was important to stress that the Mayor would be present.
7. **40's Day:** Jane had spoken to Andy Wilkinson, organiser of "The Big Picnic" who had advised a three year lead to profitably establish such an event. FOVG have to date allocated 16 stands – 9 paid £30 each and 7 free non-commercial ones. As attempts had been made to bend the rules marshals will be given details of legitimate stall-holders and instructions to refuse entry to any who have not completed the necessary paperwork and paid in full. A comprehensive diagram will be available. Additional income will include The Runaway Train – £200 approx., Bouncy Castle – £50, and the nominal profit from the hire of tables. Special events/games – **ACTION** Neil. Further orders for tables must be received before 4 June. An undercover stand will probably be booked by the Photographic Club. Three further undercover stands had been booked by 40's themed organisations. A magician is participating. There is a possibility of a skateboard demonstration. **ACTION** Betty will contact the PDSA to see if they would like a stand. **ACTION** Neil to publicise the event round guesthouses. Expenses were as follows: Singer £100, PA system £130 – further details required of what, where and how – **ACTION** Helen to organise and marshal events in the bandstand. The magician, Molly Dancers and 40's enactment group were at no cost. So far 12 helpers had been identified – more were needed. It was agreed that helpers would take two hour turns. The following duties were allocated: marshals – Andrew Calvert, Richard ?, Peter. **ACTION** Jane will ask Mike Middleton if he would like to marshal when in touch about where and when for the yellow dayglo tabards. **ACTION** Jane to chase Harrogate Lions for more help. Betty and Des would each do two hours on the Tombola which would be situated in the FOVG Event Headquarters Tent. **ACTION** Jane will borrow a Tombola drum. Licences and Insurance liabilities had been checked OK with HBC. **ACTION** Jane to check with Simon and Paula about the precise positioning of the stands and also their availability on the day. To maintain control both the main entrance by the museum and the Valley Drive entrances will be closed to vehicles. This may necessitate some kind of barrier at the Valley Drive entrance. **ACTION** Jane to check.

Stallholders will be informed by letter of their position and which entrance to use and at what times. Permission is needed for the Old Magnesia Well Pump Room to be opened on the day and also for the colonnade to be cleaned. **ACTION** Jane. The FOVG Event Headquarters Tent would display the FOVG banner and a noticeboard. Extra tables would be needed to provide lunch for the Deputy Mayor and consort at HQ – **ACTION** Jane. Buckets will be needed for donations and clip boards for the marshals. Amended membership forms to be available. Permission would be sought to open up the Old Magnesia Well Pump Room on the day – **ACTION** Jane to speak to Pat Kilburn – and signage required to show the way there – Neil? The possibility of conducted trips to the Old Magnesia Well Pump Room was discussed. A knowledgeable person would be needed. Large noticeboards would be required for each entrance (Main entrance by museum, Valley Drive, Cornwall Road by NZ garden and Ebor Rise) plus the FOVG tent showing a list of events with times and alluding to the opening by the Deputy Mayor – Neil? Details will include a list of sponsors, i.e. those organisations that have donated prizes on the tombola. **ACTION** Jane to speak to Mike Middleton about the possibility of reserved parking up Cornwall Road. All helpers to have mobile phones and a list of each other's contact numbers. Peter would be the MC making full use of the PA system. The programme would be as follows:

11.00.....Introduction by FOVG Chairman and Opening by the Deputy Mayor

11.15.....Singing by Western School from Bandstand

12.15.....Singing by Richard Taylor School from Bandstand

1.15.....Singing by Maria Manchester from Bandstand

1.30 (TBC).....Deputy Mayor takes picnic lunch in FOVG tent

2.15Cessation of music from the Bandstand

3.00.....Molly Dancers by the Magnesia Well Cafe (2x20 mins with break)

5.00.....Event closes (and vehicles permitted to stands).

Bunting will be put up early in the morning. **ACTION** A site visit to see where and how to put the bunting will take place at 11.00 am on Monday 30 May, starting at the Pump Room Museum entrance led by Jane. **ACTION** Betty will receive bunting from Weatherspoons and Ripley Village. Betty will also explore the possibility of strolling players from the Theatre wandering round, especially in the afternoon. **ACTION** Jane will ask Simon to remove the bandstand barriers on the day.

8. **Quintessential concert:** This would take place on Saturday 16 July at 7.30 pm in St Robert's Church, Pannal. Helen is leading on all arrangements.
9. **Any other business:** Suggestions were received for a Raffle to be held in Autumn and Spring. Supermarkets to be approached for future fundraising.
10. **Date of next meeting:** Thursday 2 June at 23 York Road starting at 10.30 am.

Peter Blayney Minute Taker