

# Jubilee Tea Party—on the green

## Meeting Notes Mtg 5

These Meeting Notes have been prepared for the sole benefit, use and information the parish of Lavant and the Tea Party committee. Liability in respect of the information contained will not extend to any third party.

<b>Purpose</b>	<b>To organise a Tea Party on the village green to celebrate the Queen’s Platinum Jubilee.</b>
<b>Venue/ Date/Time</b>	Harpers/Thursday 3 March 2022/1100hrs
<b>Attendees Tea Part Committee</b>	<b>James Pickford Chair (JP) Robert Newman (RN) Louise Tucker (LT)</b>
<b>Apologies:</b>	<b>Jenny Goldsmith (JG) Susan Ings (SI) Sheila Sims (SS) Jenny Quest (JQ)</b>
<b>Distribution</b>	Tea Party Committee and LPC web

Note that the following is not a detailed record of the discussions that occurred but only the key issues that were discussed and actions agreed

	ITEM	ACTION
TP/051	There had been a gap in the monthly meetings due to Covid restrictions	
TP/052	<p>We confirmed that the objective for the party had not changed and were: It would be an afternoon tea party starting at 2.30pm. Lavant residents would be encouraged to gather with their neighbours and celebrate the occasion on the green. The concept is to either picnic or set up tables/gazebos for a more elaborate tea party. It would be an informal gathering spread over the whole green. Costs would be incurred but the aim is to be free for residents. Residents will bring their own food and drink. It will not be open to non-residents. Residents will be encouraged to dress up and decorate their gazebos</p>	
TP/053	<p>Logistics JP had discussed the logistics in general David Kuchanny (DK) and details would become clearer April/May 2022. The extension car park should be available JP had been reassured by J Quest that the games organisation was under control and details to follow SS confirmed that Tony Bleach would provide the music and PA system Jubilee cake LT produced a cake using a traditional royal recipe, which was sampled and approved. Details are published on the web and Dec Lavant News Bakers to be asked at the appropriate time.</p> <p>The proposing of the queen’s health to be discussed with the Rector. Royal toast celebration drink to organised First Aid requirements St Johns ambulance service Regional head quarters have been notified and booking in progress</p>	<p>JQ SS SS/LT/SI JP JG</p>

	ITEM	ACTION
	PC Jason Lemm has been contacted and has the date in his diary he will advise on car parking etc.	
TP/054	Display of memorabilia Caroline Reynolds has accepted the challenge. The Horticultural society has expressed an interest to contribute and will provide Red/White/blue table decorations.	JP RN
TP/055	We have a sponsor for the mugs and 300 will be ordered They will be distributed around the tables on the day. Mugs will be available for those who come.	JP
TP/056	Communications and advertising The parish news-letter advert was reviewed and revamped for April Issue. A flyer would be generated for the May issue along with laminated posters It was felt that charitable collection buckets for those wishing to contribute would be to the benefit of the fete committee.	LT
TP/057	We have been offered the use of a flag pole to be erected by the volunteers. A one off hole will be dug for the occasion A union flag to be sourced	JP/RN RN
TP/058	Memorial Planting. Jubilee Oak tree has been plated sourced from an acorn from Windsor Great Park. It will be protected by a purpose designed tree guard Two commemorative plaques to be sourced. A second plaque to be printed and belatedly place to commemorate the silver jubilee tree.	LT LPC Clerk
TP/059	Budget. We have had an offer for sponsorship and another potential donor has been approached. CDC have granted £250 subject to conditions and LPC will make available upto £400	JP
TP/0510	time line spread-sheet to be attached to minutes DATES FOR next MEETING Harpers Thursday 7 April 2022 at 1100hrs Meeting closed 1215hrs.	JP