

Jubilee Tea Party—on the green

Meeting Notes Mtg 2

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.

Purpose	To organise a Tea Party on the village green to celebrate the Queen’s Platinum Jubilee.
Venue/ Date/Time	Harpers/Thursday 2 September 2021/1100hrs
Attendees Tea Part Committee	James Pickford Chair (JP) Susan Ings (SI) Sheila Sims (SS) Robert Newman (RN) Jenny Goldsmith (JG) Louise Tucker (LT)
Apologies:	None
Distribution	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/011	JP opened the meeting and said he was reassured that everyone had turned up for the second mtg. thus confirming that the project was live.	
TP/012	<p>The objectives of the party were reviewed and confirmed.</p> <p>It would be an afternoon tea party starting at 2.30pm.</p> <p>Lavant residents would be encouraged to gather with their neighbours and celebrate the occasion on the green.</p> <p>The concept is to either picnic or set up tables/gazebos for a more elaborate tea party.</p> <p>It would be an informal gathering spread over the whole green.</p> <p>Costs would be incurred but the aim is to be free for residents.</p> <p>Residents will bring their own food and drink.</p> <p>It will not be open to non-residents.</p> <p>Residents will be encouraged to dress up and decorate their gazebos</p>	
TP/013	<p>Logistics</p> <p>Tables and chairs would be available from the memorial hall but not likely to meet all requests. JP to approach David Kuchanny (DK)</p> <p>Church and school to be approached and residents asked to bring their own.</p> <p>Parking is very limited so people will be encouraged to walk. The extended hall car park and visitors’ area to the new sports field may be available.</p> <p>There will be no cash bar</p> <p>Tea, Coffee and biscuits to be considered</p> <p>Music to be discussed and arranged Tony Bleach to be approached</p> <p>Photographer will be required to record the event A drone was not considered necessary Multi photographers contributing to fete display</p> <p>PA system will be required. Tony Bleach to be asked</p> <p>Multi baking for a jubilee cake</p>	<p>JP</p> <p>SI</p> <p>SS</p> <p>??</p> <p>SS</p> <p>LT</p>

	ITEM	ACTION
	Rubbish sacks and clean-up operation to be organised. JP to ask DK The proposing of the queen's health and organising drink First Aid requirements St Johns ambulance service PC Jason Lemm to be involved. Invite comments and suggestions from PCC and School	JP JP JG JG ??
TP/014	Display of memorabilia Caroline Reynolds to be approached	JP
TP/015	Children's' consideration Memorial mug to celebrate the day Crown competition Children's' games. Jenny Quest to be approached to see if she would be interested to organise	JP
TP/016	Communications and advertising Make use of Lavant News, Flyers, what app groups and Lavant Neighbourhood. All these media formats to be investigated and JP to ask DK wife	JP
TP/017	Flagpole idea to be investigated Platinum flag	RN SI
TP/018	Memorial Planting. Large Jubilee Oak tree. This could be accommodated in the vicinity of the war memorial	LT
TP/019	Budget This item to be considered once the basic framework for the day has been agreed. We thought that it would evolve at a later stage.	JP
TP/020	DATES FOR FUTURE MEETINGS Harpers Thursday 7 Oct at 1100hrs Meeting closed 1215hrs.	