

Sussex NA Camp Out Committee Minutes 07-JUL-2023

Present:

Karl (food and programming)
Ade (treasurer)
Dani (registration)
Dave – Entertainment Consultant
Liv (Arts and Graphics, Vice-Merchandise) – took minutes today
Rachel (chair)
Tom (Tuck Shop)

Apologies:

Ben – Minutes
John (Merchandise)

Opening balance: £794.21

Positions Vacant: Please announce vacancies in meetings and at ASC. Ask people to come along and get involved!

Tea
Creche
Merchandise -
Hospitality Person
Transport Coordinator
Volunteer Coordinator
Recycling Coordinator
Vice Chair
Vice Treasurer
Vice Programming
Vice Registration
Vice Entertainment
Vice Hospitality Person
Vice Merchandise

Reports:

Programming:

- Rachel to take on programming responsibilities.
- Rachel to look at sourcing extra marquees, chairs and tables.

Treasury:

- £300 needed for tuck shop
- £400 needed for catering
- £300 for fridges, marquee, table and chair hire, fuel miscellaneous.
- Request for funds from Dani for cleaning products: £9.50
- Agreed £1m liability insurance for £93 is sufficient
- Area to be asked for £1000 for the following:
- Ade to check bank account on a weekly basis for pre reg payments.
- Karl to cost food.

Crèche:

- Discussion of having no creche. Will see if someone comes along who can help.

Logistics:

- Dave to liaise with St Andrews about potential table hire.
- Karl to liaise with Manor Gym about table hire.
- Tom or Ade can fit tables in back of vans.
- Ade to contact Blacklands Farm to get list of supplies e.g pots and pans
- Committee to visit Blacklands Farm 21st at 3.00pm
- Ade: Price list given for instructor & self led activities. Need to decide on this by the end of July.
- Total for camping for 75 people (the minimum) for the whole weekend = £2464.50.
- Dani: Has a marquee for registration. Table needed. Registration documents to be printed. Ade to do this at home.
- Karl: Breakfast will be porridge and possibly something else, lunch will be BBQ, Dinner will be chilli con carne and soup. 4x gas bottles needed for each of 2 gas cookers. Food to be purchased only for Friday and Saturday as more can be purchased for Sunday from Aldi/Iceland near campsite.
- Liv: To post pre-reg post on Facebook group. Will research merchandise: Keyrings and wristbands?

Closing Balance: £784.71

Date of next meeting: 21st July 5.30pm

Thanks for your service!