

Campout Committee – Formal Minutes

Date: 6th June 2026

Location: the crypt

Chair: Karl

Minute Taker: Lauren

Present: Karl, Lauren, Dave, Sam, Dani, online- Rich (Tech & Site Marshall), Donna (Registration), Michelle (Vice Treasurer), Jenna- pre reg
Apologies: Hanna, Rachel, Donna and Dan

Welcome and Introductions

The Chair opened the meeting and introductions were completed.

Concepts

- Current balance noted as £2,620.11.
Amended to £2136.55

Programming- Lauren

- Committee members will collectively cover secretary-related duties.
- Offers of service will be taken from individuals booking for the campout.
- Meditation meetings and SPAD meetings confirmed; allocation of facilitators to be finalised.
- Entertainment consultant role discussed. Music provision will depend on attendees.

Tuckshop

- Budget approved: £150.
- Items may be purchased at cost through family contacts.
- Fruit donations and sweets to be included.

Treasury Report – Dani

- Maria campsite rate expected at £10 per day; this will reduce to £8 per day, with £2 allocated to overheads.
- Committee agreed to the revised rate; venue to be informed.
- Committee to review contract/email to confirm original terms. PDFs to be shared with the group.
- Thursday night fee: £10 for committee members.
- Historical practice noted: campout has previously covered early-arrival costs.
- Discussion held regarding charges for Thursday arrivals.
- Decision: • All attendees arriving on Thursday (including committee) will pay £5.
- Payments to be made directly to Treasury.
- Family members assisting may attend but must pay their own costs
- Non-addicts must purchase a ticket (e.g., partners)

Site Planning – Rich

- Site to be marked out with pitches, parking, driving lanes and day-parking areas.
- Top field designated for events.
- Electrical supply to be staggered for communal access.
- Multi-socket boards to be used in communal areas.
- Jenna to support medical and first-aid considerations.

Registration – Donna

- Registration spreadsheet completed: 31 tents and 1 campervan.
- Wristbands: Rich to supply day bands and colour-coded options.
- Pre-registration to close Sunday 14 June 2026 at 1pm; website to be updated.
- Final registration to close Sunday 28th June at 10:30am.
- Visitors will make a contribution during the meeting
- Budget for refreshments submitted to Rachel
- Dave to confirm day-rate agreement with venue (not previously agreed).
- Cash tins required for meetings.

- Lauren to bring cash boxes, keys and raffle books.

Refreshments

- Rich donating approximately 48 cans of Coke.
- Additional Coke Zero and cordials required.
- Water supply available on site.
- Plan to provide water with lemon/mint; ice available.
- Lidl located 5 minutes away for additional supplies.

Equipment and Supplies

- Karl to order plates and cups; to liaise with Sam to minimise costs.
- Tables and chairs required for kids' corner and kitchen (6–8 tables).
- Venue to be approached regarding loan of tables.

Kids' Corner – Dani & Jenna

- Gazebo to be set up with toys.
- Daily set-up and maintenance Dani, Jenna and Hallie
- Charlotte to produce supervision poster for the event
- Gazebo to be collected by Karl.
- Parents/carers to donate children's items - Donna and dani to liaise
- Sam to collect puzzles.
- Budget approvals: • £40 for picnic blankets
- Bubbles – approved
- Tree of Hope: Hannah to lead; £15 approved.

Site Communication and Logistics

- Email to be sent to pre-registered attendees outlining site organisation.
- Litter pickers required.
- Washing-up liquid, toilet rolls and black bags to be donated by Rich.
- Arrival time for campout: from 11am Thursday 25th June 2026.
- Signage: • Diamond and arrow signs for entrance.
- Dave and Karl to produce and laminate three signs (two left-pointing, one right-pointing) and send to Dave.
- "What3Words" location to be included in communications.

Any Other Business

- Check-in meeting scheduled for Monday 22nd at 6pm (30 minutes).

Actions

- Map out campout layout – Rich
- Place flags and mark tent positions –Rich
- Update registration deadlines – Donna
- Confirm day-rate with venue – Dave
- Set up kids' corner and close it down each day– Dani, Jenna, Hallie
- Produce and laminate signage – Dave
- Manage Thursday payments – Dani - Treasury

Serenity prayer

Until next time.