

2018 Sussex NA Campout Committee

Call to order

A meeting of the [Sussex NA Campout Committee](#) was held at [First Base Day Centre](#), Montpelier Place, Brighton, BN1 3BF on [Monday 6th August 2018 at 19:00pm](#)

Attendees

Ade F Dani F Michelle F Dave P Steve B Stuart W Nikki S Paul K Wayne H Dave N

Apologies

Ronnie EH Alex P

Positions Vacant

Merchandise
Vice Chair
Vice Treasurer Vice Programming Arts & Graphics

Approval of minutes

Dani F approved last week's minutes

Opening Balance

£2810.94

Reports

Treasurer

Dave P brought along a recent bank statement, balance is looking quite healthy. We've seen some people start to pre-register and have also received a fair bit of sponsorship in from our sponsored bike ride.

Dani F requested a copy of the bank statement for cross checking purposes for those that have pre-registered.

Chair

Ade F attended Blackland Farm and had a chat with the manager about issues that were raised at last years' campout. During this conversation the manager advised that he

would be happy for us to have the whole field in its entirety next year which is fabulous news.

Traffic management was also a topic of conversation with the need for fencing being discussed to cordon off our area and those with camper vans/caravans. We had issues last year with campers trespassing onto other campsites and using their facilities.

Blackland Farm has access to some fencing (metal steaks etc.) however not a great deal. Blackland Farm is more than happy for us to organise our own fencing to enable us to better manage the situation this year.

Ade F put forward the purchasing of fencing to the committee. The majority of the group felt that we could organise this between ourselves at minimal cost and use fencing that is less intrusive. This was put to a group vote which was carried.

Ade feels everything is in hand and everyone is on top of their commitments. The sponsored bike ride went well and Ade F thanked everyone for their active sponsorship collections.

Ade F borrowed a bike for the sponsored bike ride; this was from another NA member. Unfortunately following this ride it was evident that both brakes had seized due to the adverse weather conditions on the day. Upon taking the bike to be repaired, a quote of £49 per brake was quoted. Said bike was purchased for £50 therefore felt it would be prudent to replace the bike rather than pay for it to be repaired. A request for funds of £50 from Ade F was put to the group which was put to a vote and carried.

Programming

Wayne H produced the meetings list for the weekend which was put forward to the group to discuss and fill the relevant secretary positions over the weekend.

Ronnie H supposedly has someone to cover the Area Recognition and Clean Time Count Down – Wayne will liaise with Ronnie about this.

The group perused the weekend schedule in its entirety to check for any clashes – all were in agreement that it's fine and now ready to go to print. Dani F will take these forward and print 150 copies. Reimbursement for both ink and paper was discussed.

Entertainment

We have this covered although this service position was never actually filled.

Registration

Dani F advised that we have had a few pre-register already and is starting to receive more enquiries which is promising. Thus far we've had 20 pre-reg for camping, 2 day tickets and 2 children.

Not everyone on the committee has pre-registered

Ade F advised that he has a lockable cash box which can be used for registration on site.

Dani feels everything is in hand.

Dani F still needs the Registration Form for those that register during the event. Ade F advised he would make arrangements to drop this through her letterbox this week.

Merchandise

Position vacant – Park unless someone comes forward

Crèche

Dani F Advised that Hannah (crèche worker) will require payment of £320 in total: £60 for snacks & resources (some resources will be used so a receipt will not be present) £260 for the paid workers

This was agreed by the committee and funds will be available during the event.

Catering

Dave N distributed a weekend menu for the committee to peruse. A change to the Kid's option from Beef Stew to Jacket Potato with Beans & Cheese was discussed and made.

There is a vegan option for every meal.

Fab menu Dave!

Transport

Paul K needs to devise a list of where to go and what to pick up which he will look at closer to the time.

Dave P brought up the possibility of lifts for those taking public transport to the event, especially those bringing children. We will re-visit this next week.

Arts & Graphics

We plan to use signage from last year however will look to position it in a more suitable place.

Recycling coordinator

Stuart is on top of this and is a quite straightforward task.

Talk of using bins stands with black and green bin bags, black for ordinary waste and green for items that can be recycled.

Ade F shared how much of a nightmare this was last year with many campers dumping rubbish everywhere.

Stuart will produce some laminated signage clearly stating which bin is for what items
Recycling will be incorporated with in the campsite T's & C's

Steve B advised he is happy to have a walk round periodically

There was talk of Ronnie adding this to the volunteer list (2 people each day perhaps)
Dave P advised that mealtimes are the worst times for rubbish collection so perhaps we
could remind everyone of their duties to clear away their own plates/cutlery

Ade F suggested obtaining some wheelie bins which can be positioned throughout
various points on site.

Volunteer coordinator

NTR

Tuck Shop coordinator

Steve B still needs to look at getting a trailer to transport items to the campsite. Steve
requested a cash box for the tuck shop which Ade F will look into and obtain

There are 2 fridge freezers in Steve's lockup which he will take a good look at to ensure
they are in good working order. Should this not be the case Ade F has access to others.

Nikki S advised that Lou will be making some cakes for us and will obtain any receipts
so we can ensure Lou is reimbursed for the ingredients.

New Business

Basic Texts

Ade F will put in a request for 30 copies at the next ASC

Banner

We are looking at obtaining a banner which can be auctioned off at the end of the
campout. Dave P will speak to Steve L regarding this and we will look at speaking to
Suzanne B regarding possible artwork requirements.

Any other business

None

Closing Balance

£2936.94

Date of next meeting

Monday 13th August 2018 at 19:00pm at [First Base Day Centre, Montpelier Place, Brighton, BN1 3BF](#)

Thanks for allowing us to be of service