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|  **ATTENDANCE AND APOLOGIES FOR ABSENCE** |
|  | **PRESENT:** |
|  | **Committee Members:** |
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| Helen Newman Isabella Paton Jackie Fahey | (Treasurer)(Secretary)(Membership) |

 **GUESTS:** |
|  | George Woods. Laura Dobson, Magda Pascoe, Helen Howell**APOLOGIES:**Simon Taylor, Sara Lacy, Oliver Hockman.  |

1. **Agreement of previous minutes & matters arising**

The minutes of the previous meeting was agreed as an accurate record of the meeting.

1. **Table Tennis Launch Event**

The purpose of this meeting was to plan the table tennis launch event. Fleet Town Council have agreed that the event can take place on the playing fields on 10th July 2021.

The Public Liability Insurance has been renewed.

A risk assessment has been drafted and Helen H has provided a Scouts proforma as well.

1. **Installation Update**

Rob, the builder has agreed to install the table free of charge, the only costs being approx. £300 for the concrete. The concrete will be laid within the next 2 weeks, then it needs to dry for one week before the table can be laid on top of it. All being well it should be installed before half term.

1. **Activities for 10th July**

The Scouts will host water rockets & pioneering. They have all the equipment for these activities, although we will need to obtain ropes and posts to rope off an area for the activities to take place near the Onion. A camp fire was discussed, but it is not possible to have one on the playing fields.

The pub will be hosting a Barbeque. FOAF will provide light refreshments of tea/coffee/squash plus cake & biscuits.

It was agreed that the table tennis matches would be held for a fixed amount of time and the person with the highest score will win. The age categories will be under 8, 8-10, 11-12, 12-14 and 15 plus.

Magda will double check with Darryl Taylor that football will have definitely finished by 10th July.

George confirmed we can use tables from the Community Centre. We will bring gazebos for registrations/refreshments.

Laura will look into using Eventbrite or similar for people to enter and they can pay when they arrive. Also to look into a QR checking in code.

It was agreed that the fee for joining in the table tennis competition would be £1 each. Fete type stalls such as ‘Lucky dip’ and ‘Lucky lolly’ would also be held.

Speak to local residents to establish if someone is happy to run some old fashioned sport races.

The main focus of the event will be to increase membership of FOAF and the Scouts. FOAF need to re-order new member leaflets. We will bring a tablet to allow new members to join online. FOAF need a new banner. Helen to source one.

It was agreed to hold a raffle and raffle prizes need to be sought. Isy to publicise on Facebook. All to source.

It was agreed to advertise in case any Ancells Farm businesses want to have a stall. Isy to publicise on Facebook.

Publicity – Isy to repost on Facebook.

Table tennis bats & balls to be purchased nearer the time.

**Actions**

* Source ropes & posts – MP to ask Darryl
* Check football season dates (MP)
* Arrange old fashioned races
* Explore registration options (LD)
* Order new member leaflets (IP)
* Order new banner (HN)
* Source raffle prizes (All)
* Publicity
* Buy table tennis bats & balls
1. **Any Other Business**

None.

1. **NEXT MEETINGS (usually 3rd Wednesday of the month)**

19th May, AGM = 15th June, 23rd June, 21st July. No meeting in August.