

Rotary Club of Canterbury

International Committee meeting minutes

Meeting held on: 8 May 2018, 6pm at Canterbury Cricket Ground.

Attendees: Robert Boyd-Howell (Chair); Mike Leadbeater; Raj Desan; Julie Reza (minutes); Wendy Jones; Viv Pritchard; Leonard Rea; Margaret Griffin; Gerald Colson; Kailash Maunick; Gill Dixon; Graham Bough; Caroline Lees. **Apologies:** Mary McGeary, Robin Vickers, John Harris)

Matters Arising: None

Open Farm Day (Intl fundraising event):

Venue:

- Robert's farm – arable farm, has large woodland and wildflower areas
- Concrete floored barn is available if needed in case of bad weather
- Car parking – plenty available on site. Mike to supervise on the day
- Signs – need signage to the farm, to toilets etc. **Robert and Gerald to make signs**
- Will also have balloons to help identify location (see below). Some areas (e.g. house) to be taped off
- Misc assistance – Caroline to assist with various tasks on the day

Food & drink:

- Hog roast, veggie option, salads – organised and provided by the caterer. He will provide all plates/cutlery. Has food safety certificate that will cover the event. Will cater for 135 (but see note below) at a total cost of £700
- Drinks – attendees to bring their own, so no licensing issues. Jugs of (tap) water will be available
- Tea, coffee, fruit (raspberries/strawberries) & cream – organised and provided by Wendy/Sheila (Robert's wife). **Wendy to follow up on plates and cutlery**

Stalls:

- Cake stall – to be manned by Julie/Mary. Items will be for sale (not in ticket price) **Wendy to look into cake boxes. Wendy to bake cupcakes, Julie to decorate. Others may also make cakes etc.**
- Bring & buy stall – to be manned by Mary's daughter Francesca/??

Fun & games:

- Bouncy castle – Robert has found someone that will provide castle for £70. **Robert to explore disco option with them**
- Sponsored game – **Robert to follow up with potential sponsors**
- Catch-a-Duck (not in ticket price) – to be manned by Kailash. **Julie to buy more small ducks**
- Coconut shy (not in ticket price) – to be manned by Viv. **Viv to collect shy from chapel**
- Raffle (not in ticket price) – to be manned by Gill/Graham. **Gill/others to try and get raffles prizes**

Other activities:

- Various vehicles on display for 'inspection': e.g. JCB, fork lift truck (latter with kite bird repeller) etc
- Woodland walk/wildflower walks-signs to be erected
- Photos opps – people will be able to take own photos. **Robert to deliver plywood to Julie. Julie to paint cut-out board**

Publicity:

- No invitations to the public but will publicise input from sponsors. **Robert to provide Julie with details of sponsors and the hog roast person etc.**
- Email invite to Rotarians, cluster. **Robert to ask Neil Fraser to circulate and request raffle prizes**
- Invites to district via Hilary Brian? **Caroline to follow up once signed off poster is available**

Items needed:

- Trestle tables (Robert has two, but need to find two more at least). **Robert to explore borrowing from village hall.**

Misc decisions:

- NOT an event for the general public – for Rotarians, friends & family only Fundraising for Juba but won't state this on publicity materials
- All health, hygiene and risk assessments are in place; Dogs allowed on leads
- No need for first aider as several doctors/nurses will be on site
- Mobile/portaloos will be hired – **Robert to follow up on sponsorship**
- NOTE: We want to encourage as many people as possible. If numbers go beyond 135 we will request another hog roast. Should know well in advance from Wendy
- Poster – Julie to revise wording as agreed **Robert to sign off, Gerald to print**
- Tickets – A6 tickets with map on back. **Julie to design; Robert to sign off, Gerald to print**
- Ticket sale – tickets only via Wendy who will maintain a list of who has bought them. Per head pricing: £18 for adults and over 12s. £40 for family ticket (2 adults and up to 3 children under 12). Free for babies and toddlers under 3.
- Balloons & loudhailer – **Robert to investigate helium balloon kit & loudhailer for the Club**
- Music – Included with Bouncy Castle
- No need to provide carrier bags etc – bring their own or put into cars
- We will not be having ducks for sponsorship, but will publicise the duck race
- Tabards – **Viv to collect from chapel (including coconut shy, some ducks and other misc items)**

Set up:

- Intl committee members/organisers to set up stalls on Sunday at 10am (event is 12midday – 6pm)

Lendwithcare (update)

- Currently 29 entrepreneurs being assisted (clothing, farming etc); £1900 of funds
- Previous loans repaid. Will give a presentation **in July**

Juba (update)

- Margaret has returned from her trip. Producing an update for circulation
- Still don't know if we will get Global Grant. **Tony following up**

Finance and distribution of funds

- Robert circulated copies of annual report done for AGM next week

A O I B

- Next meeting - last with Robert as Chair (he is to become Club Secretary); Viv will take over as Chair