



MINUTES FROM WHEATLEY PLAY & ACTIVITY DAY 2019

3rd PLANNING MEETING

1) Welcomes, Introductions and Apologies

Attendees: Martin Gillett (OPA), Michelle Legg, Lizzie Tully (WPC), Lucy Collinson (Wheatley WI & Pre-school), Mike Bake (OCC Fire & Rescue), Angie (ASDA) Amy (1st Wheatley Guides), Claire Cole, Anthony Yates (Holton PC), Malcolm Benson (Howe Trust).

Martin gave a brief overview of OPA, Play & Activity Days and what we hope to deliver in Wheatley

2) Update on budget & Funding

In addition to information circulated with the agenda Cllr Toby Newman had confirmed £500 from his SODC Cllr fund, Both Wheatley and Holton Parish Councils will provide financial support and an application was given from Angie (ASDA) with a suggestion application for £1,000.

3) Confirmation on activity providers

In addition to the list circulated with the agenda Wheatley FC will provide a football based activity and will provide a BBQ. ASDA will offer herb planting and recipe cards, Howe Trust will offer den building/bird boxes and seed planting. Fire & Rescue will attend unless there is a call out. 1st Wheatley Guides will confirm their activity but could be slime/clay modelling.

Hope to have Xplorer available too.

Lizzie to liaise with Wheatley Community Churches over sumo suits.

Michelle & Lizzie will chase other local groups that have not responded. Martin to chase Gaming van.

- 4) Facilities Management – Martin and Michelle confirmed facilities available and that activity providers will need to bring all their own equipment inc. gazebos, tables, chairs etc. Power and water will be available.
- 5) Invited guests, Local Councillors and sponsors to be invited to the event.
- 6) Publicity & Marketing – Michelle is working with a local designer on save the date and posters.
- 7) Volunteer assistance - Michelle & Lizzie to contact Fusion and to speak to WPS/Scouts re young helpers.

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