

HELSTON & DISTRICT TOWN TWINNING ASSOCIATION

MINUTES OF JOINT MEETING

11.11.19

Present: Phil Hanman(Chairman) , Shirley Bassett (Minute taker) Vicki Matthew, Nicola Boase, Spike & Judy Laugh, Dee May, Chrissy, Jon & Esther Osborne

Apologies: Felicity Blight, Anne T. Martin & Ruth Bywaters, Neil Bassett, Giuliana Hanman, John Boase & Keith Matthew

Minutes of the last meeting were approved as read. There are problems viewing minutes on the website so they will be emailed out.

Christmas Lights: The meeting went through the list Phil had provided and agreed:

- **Wine** - Vicky
- **Spices** - Ruth had emailed Phil directions for making mulled wine. Vicky & Nicola will sort and will provide muslin bags.
- **Posters** - Ruth has updated posters and Vicki will collect
 - - Phil will arrange distribution
 - - Martin will sort large posters
- **Cooking utensils** - Phil, Nicola & Vicky will bring large spoon and ladles.
- **Tea urn & polycups** - Phil will collect from Ruth. 400 cups needed. Phil will get more if needed.
- **Orange juice** - Phil will get 7 litres of orange juice
- **Coffee, tea, sugar, milk** - Giuliana will bring
- **Decaf tea** - Vicky
- **Mince pies/sausage rolls** - All to bring 6 only as last year there were too many
- **Gluten free** - Anne T will provide these; Phil to ask if we could have more this year.
- **Pricing** - Meeting agreed £2 including cake/mince pie
- **Hampers** - Ruth has offered to make up the hampers but will need items asap, (by the beginning of next week at the latest). People to give to Martin & Ruth direct or give to Phil. Giuliana to collect items from her students. Martin and Ruth will sell raffle tickets at their business prior to the event. Raffle will be £1 a ticket.
- **Flags** - Phil has full size Breton & Italian flag which he will bring and others to bring what they have.
- **Banner & Flashing lights** - Phil will bring the banner and Nicola will bring lights and ensure there is a step ladder available in the afternoon. Phil will also bring an angle poise and extension lead
- **Christmas tree** - Vicky will bring a small one
- **Cleaning items & tea towels** - Vicky will bring these
- **Recipe/Twinning books** - Meeting unanimously agreed to lower price to £5, for that night only, as not many were sold in previous years.
- **Stalls** - Nicola has booked 7 stalls and layout will be arranged on the afternoon
- **Thermos flasks** - All were asked to bring one
- **Car passes** - Nicola will arrange these for Martin, Phil, Vicky & Spike
- **Set up time** - 3pm.
- **Alcohol licence** - with Nicola
- **Float** - Meeting agreed both twinning groups would provide a float totalling £20 (ie each group to provide a float consisting of 2 x £5 and 10 x £1) At the end of the evening money will be counted, expenses taken out and money divided between the two groups.
- **Timings** - Start setting up at 3pm.

Any other business:

- The meeting asked Jon Osborne to think of ideas for a joint social event so people could get to know each other.
- Shirley to look at last year's November minutes to check if we have missed anything.

The meeting finished at 8pm.