

Minutes of Meeting of Brixham Future CIC

held on Friday 10 October 2018, 7.30pm, The Old Coaching Inn

Present: Board Members: Chair - John Brennan (JB), Keith Dodd (KD), Sally Lord (SL)
Co-opted Board Members: Cllr. Jill Regan (Chair BTC), Cllr. Paul Anderson

		Action
1	Introductions, apologies and welcome Apologies for absence were received from Frances Robinson and John Rudden.	
2	Declaration of Interests None.	
3	Minutes of last meeting Weds 12th Sept 2018 Agreed.	
4	Actions from last Board meeting not on Agenda None.	
5	Recruitment drive for Directors Recruitment important to regenerate Board and ensure quorate. BFCIC display in entrance to BTH; JB will provide further information if required. Existing Directors encouraged to recruit by using their contacts. SL has taken responsibility for press and media and will prepare recruitment appeal drafts for approval before sending to media.	ALL SL
6	D-Day Event Action list update John Rudden has submitted an update report (Appendix 1). JB mentioned that The Old Coaching Inn has offered their premises for our 'HQ', staffed by our volunteers and can show appropriately-themed B&W films. JB has written to local schools hoping to involve young people.	ALL
7	Update DRAFT week programme JB has produced a draft programme for the week and is still firming up interested parties. JB in contact with an owner of a motor torpedo boat (MTB) who is willing to moor it in Brixham for the week. JR mentioned that local elections may mean that existing Co-opted Directors may not be in office by June 2019 but this will not affect BFCIC/D-Day events programme.	JB

8	<p>Publication programme of events</p> <p>Now working on getting firm commitments for participation - offered free half-page ads for those who do. Torbay Council Events Team require a firmed-up programme.</p>	JB
9	<p>Sponsors/advertisers for above</p> <p>Programmes will cost about £2,000 to print; three quotes to be obtained. Sponsors/advertisers needed asap. Ad pricing: PA - Pirates programme was approx. £100 for a full page but their programmes much bigger. For a RNLI-size programme, maybe £30 for a half-page, with £50 for a full page with some flexibility on turnover of business. JB would like to finalise programme by Christmas. JR is dealing with this.</p>	JB JR
10	<p>Invite list/Press and media/Location of reception at Rugby Club</p> <p>Invite list - JB - invitations to be emailed. Board members to notify SL of named contacts/individuals to include on list. SL will prepare a list of invitees/email addresses for Board approval. JB - statistically 25-30% will refuse, so reserve list will be kept.</p> <p>Press and media - SL to produce press releases for approval - snippet info first, then more extensive nearer the date. PA queried official photographer - Board agreed Chris Slack. JB to contact Chris Slack.</p> <p>Reception: Berry Head Hotel £3,000 quote expensive. Rugby Club quoted £1,000 for a sandwich assortment/finger food/tea&coffee buffet for 300 people. Bar will be open for guests to purchase drinks. Board agreed this venue. Now looking for sponsorship. Raffle ticket sales will pay for flight, any surplus will fund the day. Funders not keen on paying for Reception unless perhaps for Veterans.</p>	ALL SL SL JB JB
11	<p>Fundraising update report</p> <p>JB encouraged Board members to push Torbay Lottery. Sponsorship - JB to chase up. Seven applications made so far for funding, four declined and two no response as yet including Awards for All who supported BFCIC last year. Application made again for this year on behalf of South Devon Players for D-Day play/film. Timing of fundraising is important as BFCIC is a trading entity subject to tax within its tax year which starts in November. Funders more likely to help with match-funding than straight donation. JB to apply to Military Covenant for funding.</p>	ALL/JB JB
12	<p>Update on Churchill Garden/Jubilee Gardens</p> <p>Town Clerk considers Churchill Gardens a dangerous site because of risk of people falling from the terracing, something that BFCIC could have helped with by assisting with installation of guard- and hand-rails and, in the longer term, disability access. JB will pursue Churchill Gardens as a venue. Jubilee Gardens has covenants in place and War memorial sites protected. JB has seen a possible alternative site at Warborough House - will check on ownership. PA to approach Richard Haddock to see if he can help with a resolution of the issue.</p>	JB JB/PA

13	<p>`Spitfire` fundraising funding raffle tickets</p> <p>JB thanked all for their efforts. As this appears to be a success, we may use raffles as fund-raisers in the future.</p>	
14	<p>World War 1 –Final arrangements 11 Nov/ Library display of ` `Shadows` 8 Oct -16th Nov/Final arrangement agreed with Baptist church/Plaque wording agreed with participants/Press & media to be released</p> <p>Originally, it did appear that Brixham had no plans to commemorate WW1 centenary so BFCIC commissioned the 'Shadows' artwork. It now appears that Brixham Town Hall has applied for 'There but not There' outline figures. PA/JR will be available for the blessing of the artwork by the Rev. Geoff Andrews of the Baptist Church, following the Remembrance Day parade. JB/JR to make brief comments. Tea and coffee available in Baptist Hall afterwards. SL to do press release draft for approval. JB has put display in Library gallery and British Legion can display flags if desired.</p>	<p>JB/JR SL PA</p>
15	<p>Minutes of Meeting with Town Clerk. Circulated.</p>	
16	<p>Minutes of Meeting with St. Mary`s Church. Circulated.</p> <p>PA attended and suggested church bells could be rung morning and evening of 5th June. Church open all day and children will be participating in displays. St. Mary's Church's 32 war graves - possibly these could be cleaned and marked for the day. Possible press release on this special open day. JR queried if All Saints Church had been contacted; JR/JB to meet with them. Possible appropriate carillon repertoire.</p>	<p>PA JB/SL JB/JR</p>
17	<p>Future Wall Murals</p> <p>JB looking for further prominent locations for murals (to contain the BFCIC logo). Suggestions so far - (a) Union Lane: front and rear walls of Insignia Motifs of Brixham, (b) flank wall of Hairdressers opposite Hammer and Nails and (c) corner of Apters Hill. PA mentioned St. Mary's Square as out-of-town centre locations often neglected. JB will query when refurbishment work is completed.</p>	<p>JB</p>
18	<p>AOB & Finish</p> <ol style="list-style-type: none"> 1. JR queried beacons for D-Day commemorations? PA - Cecilia and BATS already have this in hand. 2. SL suggested that a possible future BFCIC project could be to provide a 'arts and gardens' trail leaflet for visitors. 	
	<p>Dates of Next Meetings</p> <p>Monday 5th of November 2018 at 7.30pm at The Old Coaching Inn.</p> <p>Wednesday 23rd January 2019 at 7.30pm at The Old Coaching Inn. AGM/launch of D-Day project.</p>	

Report from John Rudden:

Spitfire raffle tickets - All divided up to a far wider spectrum of retail and service outlets within the Town. Only a handful to go out but I believe a quantity may be coming back from 'Mona' and Jill Reagan. When they do, together with the 50 or so I propose to retrieve from Flower flour, I'll re-allocate and include a large bundle for the fish key and associated businesses/trades.

As you saw, I now have a far more detailed 'distribution and audit trail for who's had what and what comes back.

The Large banner/**advertising board**, will be placed in the **Library** today as agreed.

AJ Big band (Glen miller tribute evening) at the Brixham theatre. - at a meeting on Monday last, with john **Budden (yes, BUDDEN !)** we have now a confirmed booking for 7.30 pm on Thursday the 6th June 2019.

capacity is for 248 ticket price is £ 15. Sadly, no concessions. This is a 2 hour concert and should be a sell out. John, you can explain that we are only paying £ 400 for the Theatre, ticket sales, publishing and distribution.

We have underwritten the Gig but only need to sell 150 tickets to break even.

1st wave re-enactment group. - I believe they sent you a booking confirmation form for their attendance. This will expand the more we finalise matters. I would like to confirm the attendance of the 6 x 'Austrey' (SIC) spotter planes that sometimes accompany the 1st Wave shows. I am also in liaison with a 1940's re-enactment/dressing up /attending group that Frances' sister belongs to (Frances can add content if she wishes on this aspect). early inductions look promising in attendance.

I have identified a (some ?) **US landing craft** in the Dartmouth Estuary area. I am endeavouring to track the owners down and discuss their possible participation on the day.

Have not gone back to **Bob Babcock lately, nor the Dartmouth collage.** But will do both by next meeting.

I Have obtained several 'historical 'memories/connections and will allocate actions to include them in the **next D Day project meeting**

Program of events will be updated for next meeting, as will discussions/actions for the '(RNLI) type **weekly program.**