**Notes from the Food Festival Working Group Meeting**

**Thursday 29th February 2024 10.30am in the George**

**Present:** Sue Bains (SB), Judith Jackson (JJ), Sue Jeffries (SJ), Peter Cowley (PC), Harriet Smith (HS)

**Apologies:** Tadge Sabatowski (TS), Duncan Cashmore (DC), Paul Macpherson (PM)

1. **Admin:**

Update

* Current budget (handout) and situation was discussed
* 37 x 3m space are reserved out of 40.
* One trader cancelled a double space but replaced with 2 singles from the waiting list
* One trader not paid and not responding. Will “write off” soon!
* No specific missing although agreed a quality Indian street food van would be good
* Agreed we don’t want another pet stall
* Council grant looking unlikely (though not officially released) but projections are looking positive and we have cleared expenditure so its not a disaster!

**ACTION:** Members to look out for quality stalls (ALL) and give info to them

**ACTION:** Members to check policies are comprehensive and relevant (All) for next meeting

**Future actions to remember/consider**

* All policies to go to Insurance company and to Stratford Safety Advisory Group after next meeting
* Need to contact and invite local businesses to support the Food Festival (after closure is confirmed)
* Need to book next year’s early so don’t coincide with any CJMarket bookings

1. **Publicity:**

Update

* Website is being developed with trader information
* Facebook – need to start sewing seeds
* SB has contacted new “Love Shipston” website (Shipston TC and WarwickshireCC) with info about the Food Festival and other Lion events

**ACTION:** Facebook page needs updating (SB) with link to traders page and flow of info.

**Future actions to remember/consider**

* Banbury Guardian (HS to liaise)
* Push our festival when the CJ Market is on
* Cotswold Live (?) may be interested in the quality aspects…

1. **Logistics and H&S:**

Update

* Road closure request has been submitted. Usually 3 month wait for answer
* 24 Stalls (min pay for 25) have been booked. Currently require 24
* Darren (electrician) has been booked. Timing tbc at a later date
* Busker information was outlined by PC. All agreed to consider it with busker placed by Ambulance area
* Town Crier is back at end of April

**ACTION:** Look out for quality buskers (All)

**ACTION:** Ask Louise Harvey for busker contacts(SK)

**Future actions to remember/consider *(from previous meeting)***

* Locate stalls away from similar

1. **Raffle and Lion Stalls**

* Agreed that we need 3 good prizes and a few small ones.
* Agreed that a BIG headline prize could be worth considering. Helicopter/Hot Air Ride/Steam Train Driver etc. as hampers are being used for other raffles
* Need to attract the demographic that spent on the day

**ACTION:** Look out for ideas for BIG prize (All)

**ACTION:** Ask if possible discount on “experience” at appropriate places (All)

**Future actions to remember/consider**

* Children’s raffle with one big prize could be considered
* Run a Children’s tombola? Prizes for all entries

1. **AoB**

**ACTION:** Need more little flyers to give to stalls if required (SB)

1. **Date and time of next meeting: Thursday 18th April 2024. 10.30am in the George**