



Village Bakers (VB) Committee Meeting Agenda and Actions

Details

Date / Time: 5.10.22 / 19:00
Venue Zoom
Chair: Kevin Sargent (KS)
Attended: Secretary - Gavin Deadman (GRD)
 Treasurer - Steve Boardman (SB)
 Membership - Laura White (LW)
 Media - Liz Gibson (LG)
 Events - John Maines (JM)

Apologies:

Agenda		Lead	
1.	Membership	LW	21 at the October social, 3 new, but no new cards issued.
2.	Finance	SB	£1317.78 KS mentioned that we will need to do accounts at some point. SB mentioned that we can do this on a calendar year basis.
3.	Events	JM	Bake Off 13 th December. JM asked for support about prizes for the raffle. KS offered to visit some venues with him. Howard is coming judging, Misty Chance will compère. All committee to arrive by 11:30. Christmas Dinner Meal on 11th will be at Tariff and Dale at 7:00 p.m. Members to go onto Eventbrite app and choose their courses. Everyone's orders need to be in by Sunday 27 November. KS reported that payments will be going through SumUp which means there isn't a booking fee. KS has also included that there is service charge included in the cost.
4.	Media	LG	Funding. KS reported that Manchester Pride has been in touch about community grants. Applications are open. LG noticed that the membership form is limited in options to cite gender. KS mentioned that this monitoring is required for funding applications. KS asked LG to have a look and make recommendations to the Committee.

Agenda	Lead	
5. AOB		None discussed

Actions: Includes previous actions	Status	Lead
Public liability insurance	Closed	KS / SB
Poster design and get printed, plus a new banner with the Village Bakers logo, Bake it, Bring it, Share it slogan.	Closed	GRD
T-shirts, aprons, chefs hats, bowls, whisks all need to be acquired	Closed	KS / LW
LG to look at website restructuring, and meet with KS to discuss	Closed	LG
KS and SB to investigate members being able to buy items on the website	Closed	KS / SB
JM to send round dates for committee members to sign up.	Closed	JM
KS to finalise favoured options of logos	Closed	KS
KS to report back to the group with details of the chocolate course	Closed	KS
GD plan in dates for committee meetings	Closed	GD
Group to continue with VB live, posting recipes on social media, and virtual activities.	Closed	All
JM to meet with KS to discuss events.	Closed	JM /KS
JM to come up with some ideas at the same meeting as above	Closed	JM
KS will share the Gay Life Magazine articles on WhatsApp feed	Closed	KS
Committee members to express to KS their intentions regarding staying on the committee in any role	Closed	KS
Picture Round for the next Zoom social	Closed	GD
Committee to review new website and provide feedback	Closed	All
GD to print off membership letters	Closed	GD
2020 Events created to August. KS to share.	Closed	KS
LW reaching out to members on Facebook during lockdown	Closed	LW
All Committee Members to review strategy focus areas ready for agreement. Reviewed and agreed	Closed	All
Approach Sparkle organisers to look into brochure costs – Sparkle Cancelled	Closed	KS
Handover of Events Committee Member activities to take place	Closed	TW / LG
KS, TW and LG to meet and discuss with KS about what future events activity could include	Closed	KS/ TW / LG