

Minutes / Action Notes from Diamond Jubilee Meeting held on 23rd January 2012 in the Parish Office, 2 Killick Way, Williton.

Present: Councillor Robert McDonald Chair of meeting representing Williton Parish Council
 Councillor Rosemary Woods – Note taker for the meeting representing Williton Schools /Williton Parish Council
 Plus 24 members of the Williton Community as per attendance list.

(The minutes/action list has been organised to group activities together and not necessarily in the order that the items arose during the meeting)

Contributor	Representing	Contribution	Action required	Action By
Robert McDonald	Williton Parish Council	Robert McDonald welcomed attendees to the meeting and explained that this was an initial meeting to allow the various organisations which make up Williton to organise themselves – he did not intend to dictate the format of the weekend. Attendees needed to say - <ul style="list-style-type: none"> • What we want to do? • What we need to do to achieve our action. Events can be centred on the Memorial Ground, but equally these events can move around the Village, making it a memorable day on Monday 4 th June. He suggested Tree Planting or some other memorial to mark the occasion. The culmination of the Day would be Lighting the Beacon between 10.00 and 10.30 pm.	Tree Planting (to be investigated) Lighting the Beacon (to be enabled)	
Rosemary Woods	Danesfield C of E School and St Peters First School – plus member of Parish Council	Danesfield and St Peters would be having a ‘Street Party’ at the schools on Friday 1 st June – with a King/Queen theme (Red/White) and would distribute Mugs to the pupils of both schools. Williton Parish Council would be asked to contribute to the purchase of these Mugs. The school to be approached to determine whether Chairs/Tables could be borrowed for the day. There was a suggestion that Danesfield/St Peters pupils could contribute to providing musicians or singing both during day and in camp fire singing.	Children from the Village at other schools needed to be included to ensure that they received a Mug. Community College to be approached to access those children who are pupils there. Find out number of Chairs/Tables that could be made available. Find out availability of pupils that can play an instrument. – Approach St Peters about providing a singing slot during day and in the evening.	Heather Beaver Rosemary Woods Rosemary Woods
Jenny Gibson	Williton Window	Williton Window would be prepared to publicise items decided on and preparation activities.	Flyer to be included in Williton Window	Williton PC Jenny Gibson
Jean Towler	Roman Catholic Community in Williton	Although not personally available for the weekend - Jean will feed back actions from meeting to Deacon Vincent Woods.		
Diane Hooper	Williton Village Hall Committee	Diane queried the date of the event but accepted the explanation from the Chair that there had to be a change of the date that had originally been planned by the Parish Council to accommodate the National Planning. The Village Hall Committee had Chairs (50) trestles and tents available for use on the day.	These to be transported to the ground prior to the event. Joan Scott to be approached for the use of the tents.	Williton Parish Council (Graham Bigwood) Rosemary Woods

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		Diane also offered help on 4 th with providing a Bar-be-Que and help with the racing. (unfortunately Diane has subsequently found that she and the Williton Village Hall committee are not available on 4 th June) Children Races, Williton Olympics to be organised but would need at least 4 people to organise.	Rebecca James said that she would help with races but will need 3 others to help.	Rebecca James
Jenny Koch	Williton Parish Council	Willing to help as required and represent Parish Council.		
Graham Bigwood	Williton Twinning Young Farmers Williton Parish Council	Hoped that the Young Farmers could do something for the events.		
Tad Mandziej	Global Friends Network, - Williton Social Club Member of Folk Group.	Informed the meeting that this year would celebrate 150 years of the Williton Railway Station and he would be producing a Mural at the Station for this occasion. He would like to have some involvement from the Village. Social Club might be open for Snooker/mini Olympics with a Glass Trophy. Social Club might be able to provide a bar on day. Might be able to get his folk group to provide some entertainment/lead singing.	Tad might engrave trophy. Investigate provision of bar on field including providing a license. Ask folk group members to help	Tad Mandziej
Barbara Heywood	Cats Protection League League of Friends of Williton Hospital	Barbara Heywood expressed the desire that the Friends of the Hospital wished to be involved. Programme of events to be inclusive so that those who can't get out are included, these to include Williton Hospital, Croft House & Mamsey House.	Programme of events to include Williton Hospital, Mamsey House and Croft House.	
Julia Woollard	Williton Country Market	The Chairman expressed the wish that the Country Market would want to be involved in the stalls on the Memorial Ground	Country Market to say what they wished to do. Organising committee to set rates for stalls that sell goods/services.	Julia Woollard Robert McDonald
Shirley Dee	Age Concern/Williton Hospital	Wants the day to include activity for patients at hospital.		
John Holden	Friends of Williton War Memorial Recreation Ground	Will carry back the wishes of the meeting to the Friends Committee.		John Holden
Bill Thrush	Interested in the Memorial Ground and the Village	Thought we ought to run skittles on the day, would be prepared to contribute some finance to the construction of an alley.	Parish Council to discuss this with Bill Rush	Bill Thrush Robert McDonald
Elizabeth Peeks	Williton Village Hall Committee	Wants the Village Hall and other organisations to have stalls to promote their organisations. Suggested that any profits go towards the running costs of the day.		Liz Peeks
Angela Wood	Williton Parish Council	Suggested having a Washing Line to hang wishes for Williton on. Also said that there would be a historical themed Graffiti competition in Williton during May therefore the display boards could be left on Bellamy's Corner for the Jubilee. Keen to get youngsters involved. Play day ideas to be used on 4 th June.	Will approach Youth Club about involvement. Attend Dr Barnadoes Play Day session and co-ordinate some of these ideas on Monday.	Angela Wood Angela Wood

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Rev Clive Gilbert	Williton Parish Church	Happy to provide a service on the day and will talk to Andrew Goodamore from Methodist Church to share input. Celebration of talents and/or skills to be displayed in Churches, plus input into activities at Croft House, Mamsey House and Hospital.	Church Service at the start of event 11.00 o'clock, plus services for Williton Hospital, Croft House and Mamsey House. Timings tbc.	Rev Clive Gilbert Robert McDonald
Wendy Smith	Children's Centre	Children Centre happy to have their building used as part of the celebrations. Try to involve the Nursery in the arrangements for the day.		Wendy Smith
Dave Shattock	Williton Cubs/Beavers	Although some of their children would be away for weekend those that are available would like to be involved. Suggested that the cubs/Beavers/ Brownies and Guides be allowed to camp on the memorial ground on Sunday night into Monday morning. Involvement in raising the flag and service on Monday morning. Camp Fire singing on Monday evening.	Investigate the facilities on the Memorial Ground and Insurance for camping. Co-ordinate activities by Cubs/Beavers on Ground approach Guides for involvement. Involvement in Camp fire activities.	Dave Shattock Williton Parish Council
Wendy Spencer	Williton Chamber of Commerce	Bunting/Flags are being purchased for use during the weekend. Lots of activity wanted around the Village. Children's party suggested plus use of Bellamy's corner for activities. Lantern parade suggested for the day around 7.00 – 7.30 pm involving everybody, including the children. Suggested having a King/Queen of Jubilee transported by a float.	Making of Lanterns – investigate this being done by pupils at schools. Approach Nick & Alison Gould about float for King/Queen.	Rosemary Woods Rosemary Woods
Elaine Amery	Williton Bowling Club	Club meeting in a week's time to discuss. Suggestion from meeting to open Club for recruitment, demonstration games and bar on 4 th June.	Discuss with Bowling Club – licence to be checked.	Elaine Amery
Pam Stevens & Angie Bray	Royal British Legion, Women's Section	Suggested running Fancy Dress competition for two different age groups during afternoon. Suggested collecting prizes for children activities from around the Village. Want Bouncy Castle on ground for Children.		Pam Stevens
Heather Beaver	Williton Parish Council	Will help with preparation in run up to event. Keen to get school children involved, will ask children what they want. Will approach Archery Club about involvement.	Will find out number of pupils from Williton attending Community College. Will ask children at Danesfield Assembly what they would want. Will ask Archery Club to get involved.	Heather Beaver
Bert Pearson	Member of British Legion & Probus, connected with Croft House.	Legion prepared to help where they can. Wants something put on for residents of Croft. Worried about conflict with Williton Fete – but was reassured by Village Hall Committee that this would not conflict.	Provision of Flag for Flag raising on Monday morning.	Bert Pearson
Becca James	Chamber of Commerce Williton Parish Council	Helping source Flags/Bunting. Will help with Children's events on day.		

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General	Suggestions that came from Discussion	Needs to be a complete Village event that involves whole Village, including the old folk and children. 4.00 pm Tea Party, Jubilee Cake, Sandwiches. Early evening young people (teenagers to be encouraged to join in). We need to reach out to the young people. History Society to be asked to contribute to a display – it was suggested to approach the community for photographs of Royal Wedding – previous Jubilee celebration in the Village. Exhibition to be put on in Parish Office. Creation of a Band for the afternoon with people who can play an instrument. Camp Fire and Sing along in the evening. Jubilee Clock – Permanent reminder of Jubilee Weekend. Clock to be unveiled on day.	Organisation of Tea. Find out whom to approach for the History Society, put an appeal in Williton Window for photographs. Position of Clock to be established and arrangements to be made for installation.	Williton Parish Council. Williton Parish Council.

Minutes of the meeting to be displayed on the website

Next meeting to be held on 27th February 2012 – Parish Office (more chairs, less tables to be provided for meeting)

DRAFT TIMELINE FOR WILLITON DIAMOND JUBILEE CELEBRATIONS

WHEN	WHAT	WHO/HOW
27 th February – 7.00 pm	Meeting of Co-ordination Committee – Parish Office CONFIRMED	Robert McDonald to Chair
Week Commencing Monday 28 th May	Exhibition in Parish Office TBC	
Sunday 3 rd June	Scouts/Beavers/Guides camp on Memorial Ground - TBC	
Monday 4th June		
11.00 am	Raising of the Flag and Church Service on Memorial Ground. TBC	
TBC	Church Service at Williton Hospital	
TBC	Church Service at Croft House	
TBC	Church Service at Mamsey House	
TBC	Unveiling of Village Clock	
TBC	Procession – King/Queen Float around Village	
	Stalls on Memorial Ground	

	Children's Games on Memorial Ground	
	Children's Fancy Dress competition on Memorial Ground	
4.00 pm	Tea on Memorial Ground for Children. TBC	
	Youngsters event on Memorial Ground	
	Camp Fire Singing Memorial Ground. TBC	