



UC

PC Jubilee Fund Group

Thursday 27th February 2025

Utkinton Village Hall

MINUTES

1. Attendance and apologies:

Cllr Marian Atkinson (Chair)	Utkinton and Cotebrook Parish Council
Margaret Bowers	Utkinton WI
Cllr Matthew Grant	Utkinton and Cotebrook Parish Council
Judith Grant	Utkinton Village Hall
Valerie Hague	Resident
Stephen Moore	Cotebrook Village Hall & Parish Council
Carol Spencer	Resident
Cllr Graham Spencer	Utkinton and Cotebrook Parish Council
Cllr Caroline Stubbs	Utkinton and Cotebrook Parish Council
Apologies:	
Brenda Ramsden	Utkinton WI

In attendance: Kath Lloyd, Clerk to the Parish Council.

- Minutes of meeting held on 28th November 2024:** agreed as accurate and signed by the Chair. *Members were also reminded that due to commercial and sometimes personal sensitivities, all discussions at this meeting should be considered Confidential and not discussed outside the room.*
- Grant applications to be considered:**
 - Friday Social Club have requested £445.80 towards new kitchen utensils, crockery, table cloths and a coffee machine – there was a constructive discussion and the group noted that the financial arrangements for the Friday Social Club are unclear and that the

application might be better made from another organization. **ACTION:** the Clerk will liaise with involved parties to find a resolution and report back to the group.

Recommendation to Council: The Jubilee Funding Group are prepared to support the application for a grant if the financial arrangements can be clarified.

- 4. Summer 2025 Festival at Tirley Garth:** Judith Grant reported that each organization has confirmed their desire to be actively involved in the organization of the Big Community Festival on Saturday 14th June at Tirley Garth. Each organization is also invited to have a stall for additional fund raising and/or promotion and awareness raising. The WI are committed to providing the tea and cakes stall, Carol offered to host a Bottle Tombola on behalf of the Jubilee Funding Group and others will confirm their stalls in due course.

Judith asked that everyone consider which contacts they could use to ask for advertisers and sponsors for the event and encourage their members to volunteer on the day. She emphasized that the raffle this year would be based on “experiences” ie vouchers which would be easier to post to winners. Marian reported that she had obtained a Carvery Lunch for two at Tarporley Garden Centre and an afternoon Tea for Two at Vale Royal Abbey.

Judith was also happy to report that the First Responders have agreed to provide First Aid cover and will be bringing their own gazebo and working with Tarporley Hospital.

- 5. Promotion and marketing of grant:** The Clerk reported that she was in the process of designing a new poster to be used for social media etc explaining the grant scheme.
- 6. Any other business:**
 - There was a brief discussion about whether a minimum level of reserves in the Jubilee Fund should be ring fenced so that the pot doesn't “run dry”.
 - There was a discussion about how grants should be agreed and how the Fund should be administered when the Joint Community fundraising now supports local organizations to raise their own funds. **AGREED:** to focus the next meeting on these issues.
 - Marian reported that Mersey Weaver Scouts are selling plants online as part of their attempts to fund raise for an International Jamboree and encouraged everyone to support them in their efforts. Judith offered Marian a stall at the Festival in June at a cost of £20 for fundraising by the Scouts.
- 7. Date of next meeting:** Thursday 1st May at 11am - venue to be confirmed.