

FINDON SHEEP FAIR COMMITTEE MINUTES

15th January 2025 at Findon Village Hall

Attendees: Simon Stace, Adrian Riches, Lorna Jones, Victoria Riches, Richard Edwards, Elaine Dibben and Plum Prior (via Zoom), Richard Bell, Colin Greenway, Graham Langford, Ken Wheeler,

Welcome and Apologies: Apologies from: Tim Kersley, Geoff Parrish, Abbie Holmes, John Wilson, Jason Townsend, Ian Wright (scouts) who will now attend Traffic sub-committee.

Finance - Treasurer's Report:

Adrian reported on the current financial situation. It has been decided to keep the Lloyds account which will incur a small monthly fee. Tim and Adrian will meet to discuss 2025 budgets. No news from Parish Council regarding VAT (hopefully by end of financial year). No communication from West Sussex regarding their new charge not even an acknowledgement!! West Sussex County Councillor had promised to chase this unexpected charge in our interest.

Action: Adrian and Tim (Budgets)

Signed copy of the constitution - Simon delivered to Sean Smith.

Email addresses: Discussed having email addresses on the FSF domain, eg. treasurer@[findonsheepfair.org.uk](mailto:treasurer@findonsheepfair.org.uk) Jason has this in hand. Elaine, Ken and Vicky would like this asap to use for imminent emails to volunteers, stallholders etc. Bookings are in the process of being dealt with from Friday. **ACTION: Richard Bell will chase with Jason.**

Parking and Traffic management.

Committee of Colin, Ken, Ian Wright, Richard E, Jason and Tim. Meeting in February to discuss options for 2025.

Security/Medics are booked. 10% deposits required. Jason messaged to say for action in February. **Action: Feb**

Sound System: Graham had message from Tech Events for sound system – deposit will be required .

Entertainments: Richard has discussed with **Farmyard Circus** who have agreed to a reduce their increase for 2025. They do require food vouchers we will sort vouchers out nearer to the time. **Action: ongoing (vouchers)**

Potential **Fire display** in the arena discussed at sub meeting before Christmas. Colin has asked Fire Dept. Will report back in due course. **(Action: Colin)**

Circus skills prices – TBA. **Action: Richard E**

Arena Displays: Timings to be agreed. **Action: Richard E/Colin.**

Bar provision: Ongoing actions **Action: Tim and Simon**

Pricing: Vicky reviewing booking form at meeting on Friday 17 January 2025. Outside pitches £60 rising to £65. Inside pitches £70 rising to £75 agreed. Charities 50% discount. Email to stallholders including booking form end of February 2025. Richard will email his contacts in this regard to Vicky for her to deal with at end of Feb. Discount for local catering outlets – Dee Dee's, Village Shop (Charity), Baked potato man (still not paid for 2024).

Action: Vicky/Richard B

Sheep pens: Costs from £7 to £8 in 2024. Graham L has a saving – new people to run catering tent for judges. Findon Ladies have brought forward Etta Wyatt who has offered to provide food for 40 people saving us £160. In view of this saving Pen charges to remain at £8.

Volunteers:

Straw bales – Agreed no bales this year.

Mobile Belfry under consideration if repaired. **ACTION: Adrian**

Sheep Show end:

Ken has taken over from Su on Sub-committee.

Geoff is working on a new computerised entry form. More entrants use their phones to enter. Abbie has started to book the judges. Lodges at The Vale offering accommodation for judges. **Action: Ongoing**

Plum and Graham to discuss and report back regarding videoing young farmers. **Ongoing Graham/Plum**

Beekeepers - Young beekeeper provided a great interview. Do we need to promote them more in programme. Annual honey judging competition at the Sheep Fair – prize giving slot required in the main arena. Management of parking for them when arriving. Double parking issue needs rectifying. **Action: Vicky, Adrian**

Publicity, Marketing and Sponsorship:

Sponsorship – Graham, Plum, Richard B and Richard E sub-committee.

Graded sponsorship rates to be listed on our website – currently under development. For more money can put advert in the programme/leaflet. £2/£3 for programme. Richard B suggested project model for putting the programme together working backwards from Sheep Fair so we have a realistic timescale to implement and have programmes ready before Sheep Fair.

The meeting discussed whether feasible to continue to expect Michael Jones to collate and print programmes or should alternative be sought. Findon News printing is turned around within 48 hours. Suggestion to take printing element away from Michael Jones and ask if they will sponsor cost. **Action: Richard B** ideas of sponsors and timescales.

Sale of programmes – venue points for discussion at another meeting. **Action: ongoing**

2026 calendar to be prepared by Richard B for sale at 2025 Sheep Fair. **Action: ongoing**

A O B points from November Meeting:

New Members: To cover a few extra jobs and help them get to grips with how the Sheep Fair operates. Part of our succession plan. A Lady has approached Elaine to join the committee. **Action: discuss at next meeting**

Charitable donations being reviewed end of March once VAT situation known. **ACTION: ongoing Adrian**

Findon News – February article to include current discussions regarding charitable donations from 2024 Fair. **ACTION: Graham L.**

Free tickets: Jason asked that consideration be made as to who and how many free tickets might be issued in 2025 – subcommittee discussion. **ONGOING**

ANY OTHER BUSINESS:

Pre event List presented by Colin – **ongoing with Adrian.**

Strategy and targets for farm entries – Graham reported 45 entries similar expected 2025. 150 complete 4 sided pens. Average of 300 sheep per show.

Strategy and targets for stalls – **ongoing**

Tickets and parking prices to remain same

Billy bartender to be confirmed – **Action - Simon/Colin**

Site layout for Defra – sheep end doesn't change, but whole show site plan. Issue 2025 site plan as per 2024 plan. Minor changes may take effect. Graham will do Defra application in February. **Action: Graham L/Tim**

Traffic management: **Action: ongoing February meeting**

Wattle House Stock Take - assets review - date and key access tba – **Action: Colin for February.**

Ken waiting to access information from Su. Introductory email to volunteers introducing himself.

Richard – has set up an emails folder – “**expressions of interest**” companies offering services including mobile toilets, ice cream vendors, medical providers, info with Richard if needed in future.

Mobile phone signal improvement. Adrian has spoken to Vodafone for better bandwidth. BT/EE have also been approached. **Ongoing Adrian**

Website: Richard B has been approached by Katy Morrell offering support with Sheep Fair website.

Elaine – **Volunteers** will be emailed in April. She plans to promote on Fabulous Findon Ladies WhatsApp and will link up with Ken in due course. Approaching new residents in the village - Tony and Ken have taken over this role.

Next meeting Wednesday 19th February 8:15

Meeting closed at 21:45.