

**CHARTER TRUSTEES**  
**23rd July, 2018**

Extraordinary meeting was held to discuss the event on Saturday 8th September, 2018.

**From the last meeting:**

Madelaine contacted Sam at the Bassetlaw Museum and was successful in Sam displaying items for the Heritage and Charter history.

Dean contacted food outlets and has a list of businesses wh would be willing to have stalls on the Market Square.

Kevin contacted Cycle Performance and they are wanting to take part.

Phil Jackson from the Business Forum is contacting the business in Retford who can supply a screen to watch the Tour of Britain Cycle Race which is on the same day, passing through Workso at approx. 1-3pm.

**Agenda 23rd July**

It was suggested that we have a sub committee so that we have time to organise the event.

- Madelaine
- Kevin
- Dean

To start this and then other members to give support.  
A budget was set for the event and agreed by the committee.

**PUBLICITY.**

Jonathan Brassington to be contacted over the publicity asap.

- Leaflets to be given to all businesses in the town.
- Banners A1 and A5 posters to be produced . Posters to include Face-painting and the cycle competition for the children.
- Photographer - phots to produce a portfolio to advertise the event for next year.
- Video and drone to be looked into.
- Social Media to be contacted including 'My Worksop

Insurance and Liability and forms for the stalls to be filled in. (Phil)  
St. John's Ambulance in attendance.

**Market Square**

- Andy Bishop Performance Cycles.
- Pantastic Steel Band.
- Food stalls.
- Charity stalls x 2
- Face Painting.
- Ice cream van.
- Majorettes

Next meeting- Itinerary for the day and confirmation of events and stall holders..

Date and time TBA Meetings will take place in the Chairman's Anteroom.

**UPDATE:**

Madelaine contacted Jonathan over the publicity.

Bassetlaw Museum.

Phil over his commitments.

Ric Brand over the Landau transport from the Worksop Railway Station. May not need this if everyone wants to walk.

Dean sent email and has contacted the food businesses.

Kevin - Performance Cycles.

Thank you for all those who attended the meeting.

I'm sorry that there is no headed paper, but Mary is on holiday and she normally sends out the minutes. I think it is important that I keep everyone updated.

Kind Regards,

Madelaine.

*M. Fisher*