

Notes from meeting Wednesday 18th Oct 2017 at 8 pm in Bryn Rugby Club

Present: Paul Bulmer (Chair), Dafydd Bowen, John & Dianne Thomas, Michelle Jones, Elisabeth Morgan, Steve Hughes, Cllr. David Whitelock.

Apologies: Val, Martin, Dave & Jenn Eckton, Gaynor & Gareth Jones and Dylan.

Burton Run

Paul started the topic with an update on current plans and the expectation that there could be half as many more runners this year than last year. He then worked through the agenda items as below.

Setting up on the Saturday

- **Start Time :** The Cwmafan Community Centre will be open from 12 to 5pm but with sufficient volunteers all tasks should be completed before 5pm.
- **Organize Community Centre and Rugby Club Layout**
- **Packing of goodies bags** The Girl Guide Volunteers expected to do most of this as they did last year.
- **Packing of trophies Etc.:** With the expected number of runners this year as much help as possible would be appreciated with this task.
- **Putting up Signage:** Extra Signage is being generated for this year and will need to be displayed in prominent places to enable those attending to find places easily.

Race on the Sunday

The community centre will be open from 8am and some volunteers will be there before then but the main activities listed below will start from about 8:30. Tidying up typically runs until about 2pm.

- **Putting out equipment, barriers, bunting, start line, etc.**
- **Fun Run entries:** In order to cope with the extra entries expected this year a different arrangement will be used making use of the lounge area in the Rugby Club for the registration. Sue will help with this as she has in the past. Dafydd also offered his help either on this or with the main run registration. Any other offers of help for an hour or so in this area would be appreciated.
- **Main run entries:** Michelle reported that she has this more or less covered but any extra help always appreciated.
- **Photography:** Paul had spoken to Peter Phillips about covering this as he has done in past years. Peter has agreed to do this all being well. As in past years, there will also be other photographers capturing the event for their organizations.
- **Return of fun run runners:** Once the fun run has started and that registration is complete, can these volunteers please help with the process of receiving the returning mini milers.
- **Return of main runners:** A different process will be used this year which can be explained to any volunteers helping with this. Possibly this can be covered on the Saturday?
- **Stalls:** Teas, coffees, cakes etc. to be served from the community centre. Michelle reported that volunteers for this was now covered.

- **VIPs:** A number of VIPs have been invited such as senior managers from Tata and other sponsors. John and Dianne will host these. It was noted that the VIP area needs to be better signed this year with a list of names that can be checked off.
- **Clean up after the race:** As the post-race activities move to the Rugby Club there is a lot of tidying up required in the community centre and around the track. As many volunteers as possible helps to complete this task quickly.

Halloween Party

The Halloween Party has been scheduled for 1st November with doors open from 5:30 and the main entertainment starting at 6pm. Committee arrive by 5PM.

- **Admission:** agreed this is to remain free
- **Entertainment and facilities required:** Daily Bee will be main entertainer. This has been booked at the normal price of £200. Dylan had offered to provide some initial entertainment while Daily Bee sets up. Paul will check with Daily Bee if anything else is required for his part and brief him on the plan for the evening.
- **Food:** Dafydd will work with Morgan to prepare and serve burgers and hot dogs. Agreed these will sell for £1 each. Dafydd to obtain the food, club will provide sauces.
- **Raffle:** Paul has some prizes already. Also club will donate prizes. Dafydd has Raffle tickets. Need to make sure the sale of raffle tickets is given a big push to help cover costs of event since no admission charged.
- **Competitions and Judging:** the club will obtain three prizes for these. Paul will ask Daily Bee to perform the judging.
- **Decorations:** the club will handle all aspects of this.
- **Schedule of activities:** Club open for Committee arriving at 5pm to perform any final setting up, food preparation, etc. Doors open to public at 5:30pm. Dylan to provide initial entertainment. Expect Daily Bee to arrive about 5:30 and set up ready to start at 6pm. Break at 7pm for 15mins for children to have food. Resume with Lantern judging followed by costume judging and raffle draw. Daily Bee resume entertainment until just after 8pm. Clear hall for about 8:30.
- **Publicity:** Paul to prepare posters and put some up around the village and on the BRAG Facebook page and website. Also provide posters for John & Dianne to take round the schools and shops. If anyone else can put up a poster just let Paul know.

Bryn Beast

Paul introduced this topic saying that BRAG has been approached to ask if this race can be restarted. However attendance at the last BRAG meeting to discuss this option was very poor. It was proposed that a further meeting be held in the club, open to all, to establish what is the level of interest and how will people help. It was proposed we organize this for November, after the Burton Run has been put to bed. Paul had produced some documentation outlining the tasks required. This was to be put on display in the club and other locations with a covering letter outlining the proposal.

Christmas Pantomime

John Thomas raised the issue of conflicting events being organised by the different groups in the village and suggested that like the Halloween Party we should all come together when organizing events. It was suggested that in future we should hold a joint Christmas event. This was proposed but after the meeting it was found that the current activities already planned could not be merged this year because things had already moved on to far to do so, for example the "CHRISTMAS AT THE CROW HOUSE" event already booked will not fit in the club. The discussions had also covered the fact that on the Sunday the club was putting on a Father Christmas and to do so again on the Monday was felt would be too much so BRAG will not put on a father Christmas this year but will promote the event at the club instead. Dafydd will let Ryan, who very kindly provided transport for Santa last year, of the decision not to do the Santa trip around the village this year.

The meeting was then closed by Paul. Thank you for the excellent input by all those present.