

Buckden Hub Meeting Minutes

9.15am 13th June Virtual Meeting on Zoom

Apologies

Kayla L, Kelly, Ramune & Aiden

Subject	Detail	Action	Status
Communications	JT has written an introduction about the hub for the website. She will post this on the website by the end of the week unless she hears that anyone wants to make any changes.	ACTION JT to post introduction on website	Complete
Green Recovery Project	More communication with Green infrastructure group and work with the school and parent groups	Caroline and Anita to pass on promo between groups	
Meetings with Village Club	Progress is being made	Meeting scheduled for next week. Ask if they would like to participate in the youth event.	
Drama and creative activities	The group running Shakespeare at the Towers has offered to run events for young people.	ACTION AHJ to email details. Linked to youth event now.	
Multisports	29 th Aug clash	APM to check about timings	
First Aid	Keely need to know details.	Caroline to ask her how she would like the sessions run and feed into Aimee for the survey	

Summer Event Itinerary

Event Date: 29th August @ Buckden Towers

Time	Event	Resource	PC Lead
4pm	- Red set up Stage Make Up Station - Kelly first aid set up - DJ John set up - Multisport set up - PC members set up drinks station and welcome/sign in table	- Hard copies of sign up sheet - Photo permissions printed out - Drinks and cups -	Jess and Ramune to print - All PC in attendance to support

4:30 – 6pm	- Participants can move between events and some will have signed up specifically to some (expression of interest in the survey). - Multisport session will be taking place throughout for all.	- Survey sign up for specific events printed out - Collect pizzas	Jess and Ramune
6-6:30	- Pizza from the Vine and feedback session	- Feedback questions from survey discussed and noted	- Aimee to provide QR code - Aimee or PC members to run verbal feedback session

Who is going to do what?

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|--------------|---|
| ○ AJ | GDPR etc |
| ○ JT | Comm with Red and DJ John / Pizza from the Vine / Drinks |
| ○ KT | First aid event |
| ○ AHJ and CU | Village club |
| ○ APM | Put poster together / Arrange multisport |
| ○ Aimee | Generate surveys and QR codes (with info on for events and permissions) |

AOB

- **Aimee – Could we have a room for the diabetes group**
- CU said we have rooms at the VH if needed

Date of next meeting

Friday 11th July 9:15 – 10am