

NDS EVENTS COMMITTEE

Minutes | Tuesday 2pm, 4 March 2025

Attendees: Tarryn Ching (TC - Chair), Philippa Wren (PW), Rebecca Spiers (RS), Maisie Coolman (MC), Sandy Figiel (SF), Emily Hotine (EH), Louise Stile (LS), Louise King (LK), Ben Alexander (BA)

Apologies: Joanna Lysa (JL), Nicky Iyer (NI), Val Parke (VP) Zoe Uttley (ZU), Rajeev Kumar (RK), Joanna Lysakowska (JL), Dan Woodcock (DW), Simon Knight (SK)

Location: MS Teams online

Agenda Item 1	Welcome and apologies
	As above.
Agenda Item 2	Minute taking
	BA
Agenda Item 3	Events/activities for Hilary, Trinity 2025 (2024-25 budget), and Michaelmas 2025 (2025-26 budget)

Quiz night

MC emailed Chris, 30th or 2nd April waiting to hear back. - since the meeting the 30th has been confirmed with the quiz master.

TC risk assessment needed, Anna, Nicky, Emily or Tarryn need to be at Green Building for access.

TC to complete risk assessment and confirm date for atrium.

MC students may want to come as well.

TC we need to set up a working party to delegate jobs for quiz night.

TC we can use one of the posters Anna already created from previous quizzes.

BA to do registration form.

LS £10 per person M&S vouchers for winning team.

TC to purchase vouchers.

TC to look to see if we still have left over wooden spoons.

TC expect to have around 10 teams of 5.

EH to get price for food from Costco (nibbles).

LS to get prices for M&S nibble platters.

TC to get prices for Caterers platters or nibbles.

TC confirmed approx. £3,000 left after Winterfest

Confirm working group for quiz night: EH, MC, BA, TC, NI

Summer event

TC confirmed that Victoria Arms have availability on Thursday 5th and 12th / June and we decided to go for 5th.

TC to confirm date with Victoria Arms.

BA to do registration form and poster.

TC suggested punting – pick up a couple of punts from Cherwell.

ALL to let know TC of any colleagues who are good at punting.

EH suggested Kubb lawn game from Lisa.

TC ask Lisa if she can bring or we can borrow.

SF to look into hiring / borrowing any lawn games, such as giant Jenga, Connect, Crochet, etc.

TC to look into price of bouncy castle.

TC this will be a family event and people are welcome to bring their partner or 1 friend and children are welcome. Everyone's food will be paid for, and a drink token for each NDS member will be given out prior to event, and then after everyone to pay for their own drinks and for family drinks.

Confirmed working group for summer event: TC, BA, SF

(AD, VP, ZU please confirm if you are happy to join this working group)

Macmillan Coffee Morning

Working well at the Botnar so will aim to do the same.

Confirmed working group (LK, ZU)

	<p>(JL, PW, LS, RS please confirm if you are happy to join this working group, we could do with more people attending and getting involved from the Churchill)</p> <p><u>Winter event</u></p> <p>TC to ask Branca for their availability end of Nov, beginning of Dec for a Thursday/Friday lunchtime.</p> <p>TC confirmed she will be on maternity during this time.</p> <p>Confirmed working group: EH, LS, RS, PW, SF</p> <p>(JL please confirm if you are happy to join this working group or perhaps the Macmillan Coffee morning)</p>
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Agenda Item 4	Organising teams and arrangements
	As above.

Agenda Item 5	AOB
	<p><u>Mental Health Day activities (10th October)</u></p> <p>TC aim to do activities for World Mental Health Day</p> <p>ALL – TC asked if everyone to have a think of activities that could do.</p> <p><u>Away Day (8th May)</u></p> <p>TC same Away Day event brief just to be updated, everyone confirmed they are happy to help out again.</p>

Agenda Item 6	Date of next meeting
	To arrange before the quiz night