



# CHESHIRE AREA OF NAFAS

## **Club Representatives Forum – Zoom, 1<sup>st</sup> December 2022, 7:00pm**

### **Minutes**

#### **1. Opening remarks- Louise Jones**

Louise thanked everyone for attending. Gill Davies has resigned from the committee. Louise thanked Gill for her previous work on the committee and explained that Gill intends to remain involved with NAFAS.

#### **2. Apologies**

J Schofield, area judges rep, Handbridge, mid Cheshire, Nether Alderley, Lymm, Hale Barnes – **being checked.**

#### **3. Area Chairman's Report – Louise Jones**

Well, it's that time of the year again – as well as the present buying, the food buying, the Christmas cards to be written.....and we have our wonderful Christmas demonstrations to look forward to and decorating our homes.

Just to update you on Area news – sadly, we had to cancel our Club Day on 8<sup>th</sup> November. We had hoped that this would be a time to meet up, talk and try to support each other. The team had made plans for a fun and informative day, including the opportunity to meet and ask questions of Steven Lane (NAFAS CEO) and Nicky Wylie (National vice-chair), but too few people had signed up for us to go ahead with the event. [Note: All questions received for Steven and Nicky have been sent to HQ. When we have all the answers, these will be shared with Clubs]

It has since come to our attention that there were some misunderstandings being circulated around Area as to what was happening on that day. For example, one rumour was that the leadership team was planning on lecturing you all for 8 hours! Nothing was further from the truth. Can I respectfully ask that in future, if you don't know something or are unsure as to what is happening, rather than second guessing and giving others wrong information, can you please ring a member of the team and ask for the facts. We are here to help!

Moving forward, the team are arranging a new date and this will be advised to all the clubs as soon as we have the details. Please try and attend for what will be an enjoyable day with cakes and coffee.

Also, we were saddened to learn that Stockton Heath Flower Club no longer wish to be part of our Area and NAFAS. We wish them well for the future.

Last month our Area hosted the National Judges tests, congratulations to those who passed the test. A big thank you to Janet Schofield and the team for all their help in arranging this event, putting up drapes, designing arrangements for the candidates to judge, etc. The National Judges committee were very thankful for all our hard work.

Looking forward to next year, we host the Pre-National and National Demonstrators tests, these are to be held on 8<sup>th</sup> and 9<sup>th</sup> March 2023 at Frodsham. Tickets are available from NAFAS Headquarters.

Further on in the year we have the National Show at Gloucester Cathedral on 12<sup>th</sup> and 13<sup>th</sup> May 2022. I am aware of two trips being organised to the show. Let's hope many of us can make this, it will be lovely to meet up together.

Finally, I hope you all have a blessed Christmas and a Peaceful New Year.

#### **4. Area Secretary's Report – Morag McCord**

An email with a new Club Officer Form has been sent to all the clubs. If a Club had not recently sent me an up-to-date form, signed by the officers and details and signature of the person nominated to receive all club correspondence from me (the club contact), could they send the form back as soon as possible? Several club officer's details are very out of date despite many times of asking for updating. Morag reiterated this at the meeting.

My sincere thanks to Shiona Fosh for her sterling efforts with the minutes for the last five years and she found someone to replace her after the AGM.

Please give a warm welcome to our new Minute secretary Eileen Fantom and I am so looking forward to working with her starting with the Club Reps Forum. Send a copy of your reports to her at: [mins.sec@nafascheshire.org.uk](mailto:mins.sec@nafascheshire.org.uk) as well as one to me.

HQ has asked for club anniversaries again so please let me know if you are celebrating a big birthday in 2023 and when it is. **Hoylake Flower Club** are celebrating their platinum anniversary in 2023. They have been in existence longer than NAFAS.

All info I have received over the past few months has been dealt with or discussed or passed on to the appropriate person/s especially people asking about club demonstrations, Christmas open demonstrations for the Newsletter etc. This is why it is so important that your club contact is able to pass on the information to your committee promptly.

#### **5. Area Treasurer's Report – Tracy-Anne Clancy**

The financial year commenced on 1<sup>st</sup> August. The accounts were circulated in advance of the meeting.

##### **Bank Overview**

The balances on the accounts as at 18<sup>th</sup> November are as follows:

Barclays Bank - Current Account £19,996.86\*

Barclays Bank – Savings Account £21,801.01

Barclays Bank – JDS&E Account £7,792.59

Barclays Bank – Flower Arranger Account £1,944.86

\*\*The balance includes circa £10k payable to HQ (1,694 members at £6.10)

##### **Events**

Since the beginning of the financial year, the following events have taken place and are incorporated within the accounts:

Alison Penno Workshop (28<sup>th</sup> September) - Shortfall of £15

AGM (29<sup>th</sup> September) – Cost of £215

AGM Demonstration (29<sup>th</sup> September) – Surplus of £535

Education Day (2<sup>nd</sup> October) – Surplus of £41

Judges Refresher Day (15<sup>th</sup> October) – Shortfall of £112 (Agreed budgeted shortfall £300)

Details are shown at the end of this report

### **Affiliation Fees**

Affiliation Fees were due (as per the Constitution) by 31<sup>st</sup> October. At the time of writing, payment from 2 Clubs is outstanding. The total membership, therefore, is still uncertain. The amount received to date (from 35 clubs) totals £19,352 of which £10,400 is due to HQ. Budgeted expenditure (see below) for 2022/23 is circa £10k. although the budget will be revised as the year progresses.

### **Expenditure**

Aside from the expenditure associated with the aforementioned events, other expenditure incurred to date is in respect of facility charges namely; renewing the Zoom licence, website charges and hosting and storage costs.

### **Budget 2022/23**

The affiliation fee for Area was set at £4.90 per member and assumed a membership of 2,000 members. The expenditure budget is as follows:

	£
Facility Costs (Website, Insurance, Licences & Storage)	3,500
Publicity & Promotions	1,000
Support for Judges' / Demonstrators' Tests	1,000
Support for Cheshire Show	2,000
Club Day / Face to Face Meetings	1,000
Workshops / Education Day	800
Other Shows / Social Events	<u>700</u>
<b>Total</b>	<b>10,000</b>

### **Insurance**

The insurance for Cheshire Area is due to be renewed by 31<sup>st</sup> December 2022. The renewal premium quoted by Marsh Commercial for 2023 is £87.86 (£81 for 2022). Individual clubs should not expect to pay a great deal more than this.

<b>Alison Penno Workshop</b>	£	£	
<b>Income</b>			
Places Sold	500.00		20 @ £25
<b>Total</b>		<b>500.00</b>	
<b>Expenditure</b>			
Tutor & Flowers	230.00		
Accommodation & Meals	110.15		
Travel	70.25		
Hall Hire	73.00		
Refreshments / Tutor's Lunch	32.51		
<b>Total</b>		<b>515.91</b>	
<b>Net</b>		<b>- 15.91</b>	

<b>AGM Business</b>	£	£		
<b>Income</b>				
<b>Total</b>		-		
<b>Expenditure</b>				
Hall Hire	55.00			
Microphones	10.00			
Stage Flowers (Hale Barns)	50.00			
Vouchers (Thank Yous)	100.00			
Travel Expenses				
<b>Total</b>		<b>215.00</b>		
<b>Net</b>		<b>- 215.00</b>		

<b>AGM Demonstration - Alison Penno</b>	£	£		
<b>Income</b>				
Ticket Sales (BACS)	690.00			46 @ £15
Ticket Sales (Other)	375.00			25 @ £15
Ticket Sales (Door)	330.00			22 @ £15
		1,395.00		93 @ £15
Raffle Ticket Sales	313.00			
Refreshments	57.14			
Stalls	75.00			
		445.14		
<b>Total</b>		<b>1,840.14</b>		
<b>Expenditure</b>				
Demonstrator Fee & Flowers	520.00			
Demonstrator Travel	326.65			
Demonstrator Accomodation / Meals	187.65			
Hall Hire	194.00			
Microphones	5.00			
Caretaker Tip (Cash)	30.00			
Refreshments	34.44			
Take Away Bag	3.75			
Printing	3.20			
<b>Total</b>		<b>1,304.69</b>		
<b>Net</b>		<b>535.45</b>		
<b>Net for 3 Events</b>		<b>304.54</b>		

<b>Education Day</b>			
<b>Sunday 02/10/2022</b>			
			£
<b>Income</b>			
19 Students @ £20			<b>380.00</b>
<b>Expenditure</b>			
Tutor - Julie Pearson	Fee	130.00	
	Materials	75.00	
	Travel	32.40	
			237.40
Hire of Hall (Plumley)			73.00
Refreshments			12.50
Travel Expenses			15.75
			<b>338.65</b>
<b>Net Profit</b>			<b>41.35</b>

<b>Judges Refresher Day</b>			
<b>Saturday 15/10/2022</b>			
			£
<b>Income</b>			
17 Students @ £25			<b>425.00</b>
<b>Expenditure</b>			
Judge - Michael Bowyer	Fee	100.00	
	Materials	6.00	
	Travel	175.50	
			281.50
Subsistence			57.55
Hire of Hall (Plumley)			73.00
Printing & Postage			37.05
Lunches / Refreshments			63.81
Travel Expenses			24.30
			<b>537.21</b>
<b>Net Surplus / Shortfall</b>			<b>- 112.21</b>

## **6. Representative's Reports**

### **6.i Judge's Report – Sue Clissold**

The Judges Refresher Day took place on 15<sup>th</sup> October with Michael Bowyer, the tutor. This will need to be repeated in 2025. It was anticipated that this would be a loss-making event but it was agreed this was important and should therefore go ahead. A budgeted loss of £300 was to be expected. The actual shortfall was £112.21 (see above).

Since the last report, a National Judges test has been held at Tarvin when 4 candidates were successful. National Judges Committee have thanked the Cheshire Area for all their help in staging this event from afar, particularly as it is the first time it has not been held at Head Office. Have suggested that perhaps Tarvin could become the new permanent venue!

Dromentine is now full, so a waiting list is in place. Further details on travel etc. will be posted in the New Year.

Schedule for The National Show now published. I have been to the venue and it is fabulous. There could be some staging difficulties with steps etc. so do get your entries in early. The map shows where entries are being scheduled and the CAN competitors support team are having a photographic zoom of the venue at their meeting in January (see below).

### **6.ii Demonstrator's Report – Beryl Cotton**

A demonstrators refresher day will be organised for 2023.

An Area Demonstrators test is being arranged in Mercia and North Wales Area with training for this event commencing July 2023, with a test planned for November 2023. With this information to hand it will be more beneficial to hold training/tests in Cheshire to follow.

Denise Hubbard has resigned from being an Area Demonstrator due to health problems. We thank her for the joy she has given to many audiences.

## **Use of Floral Foam**

NAFAS are reviewing policies, procedures and guidelines including a policy on the use of floral foam with the involvement of the National Advisory Council. This policy is expected anytime.

Meantime, I would advise our Cheshire Area Demonstrators to include **at least** one foam free design in their demonstrations. Some demonstrators are undertaking totally foam free demonstrations. I strongly recommend that the programme secretary and demonstrator communicate with each other to ensure Clubs and demonstrators agree amount of foam-free content in the demonstration. This way, everyone works in harmony.

## **Pre-National Assessments & National Tests**

With several of our Area Demonstrators stepping up to their pre-National assessment in March it is hoped that Cheshire Clubs will give their usual wonderful support to these candidates at the Pre-National Assessments and National Tests on **8<sup>th</sup> and 9<sup>th</sup> March 2023**. It will certainly be two most enjoyable days watching these talented demonstrators and we are particularly delighted that the tests are being held in Cheshire. This will be an ideal opportunity for Club programme secretaries to evaluate future demonstrators for their club. Please give the event your fullest support and let us ensure it's a sell out in support of the candidates.

## **National Report**

The National committee chaired by Elizabeth Graham met on 14<sup>th</sup> September 2022. The National Demonstrators Tests and National Show were discussed

The Pre-National Assessments and National Test will be held at Frodsham Community Centre, Frodsham on 8<sup>th</sup> and 9<sup>th</sup> March 2023. This is a ticket only day. Tickets are £12.50 available from Vanessa Keys at NAFAS HQ. There is no form to complete – please just email: [vanessa@nafas.co.uk](mailto:vanessa@nafas.co.uk)

A packed sandwich lunch can then be ordered which will be supplied by Cheshire Area. (Details given on ticket application) We are anticipating a sell out so please order your tickets early to avoid disappointment.

## **National Show**

The National Show at Gloucester Cathedral on 12<sup>th</sup> and 13<sup>th</sup> May 2023: **'Florilegium'** was discussed. Tickets are available from Eventbrite (daily demonstrations in the Cathedral included in the admission price) plus a special demonstration at the Gloucester Guildhall entitled **'Penno & Price'** on Friday, 12<sup>th</sup> May 2023: tickets from the Guildhall. (Details available on NAFAS website) The NDC will be represented at the Show.

## **National Demonstrators Committee**

Following the NAFAS AGM 2022, the new National Demonstrators Committee is: Beryl Cotton (Chair), James Burnside, Delyth Price, Lucy Ellis and Vanessa Wellock. Their first meeting will be January 2023.

A day of advice and guidance will be held for all **Pre-National and National candidates** at Frodsham community centre on Sunday, 29<sup>th</sup> January.

## **General**

Thank you to Sharon Nolan who has offered to provide foliage for demonstrators for anyone in the Tarvin area. Some demonstrators still purchase foliage.

### **6.iii Speaker's Report**

Area no longer has a Speaker's Representative. Currently, there are no plans to fill this position. All information from HQ will be shared directly with listed Area Speakers via the Area Chairman.

### **6.iv Education Report – Sharon Nolan**

A National Committee Forum has been launched.

#### **Education Day**

The Education Day, *Foam Free Creativity* with Julie Pearson, on Sunday, 2nd October, was well attended, with 19 tutors booked, including two who were unable to attend on the day. The workshop gave a good grounding in foam-free techniques for tutors to pass on to their students.

#### **Foam-Free Creativity Workshops**

Information about Foam-Free Creativity Workshops for members has been distributed to all tutors and all clubs, and some bookings made. However, after the initial response, bookings have ground to a halt and we must continue to publicise the events, especially for the January date at this time. To summarise:

- Saturday 28th January at Nether Alderley with Pam Fleming-Williams, 4 bookings
- Sunday 26th February at Tarvin with Eleanor Griffiths, 3 bookings
- Sunday 26th March at Disley with Sharon Nolan, 2 bookings

I would hate to cancel any workshops, but such low numbers are not viable and not a lot of fun for tutor or students. I have included the poster again with this report and ask that it be passed on, again, to all clubs as well. If there are insufficient bookings these workshops *will* be cancelled one month before the date – late cancellations results in a penalty payment. The break-even number of attendees is 16.

I received one complaint that there were no workshops organised for the end of the Wirral. However, no clubs in that area volunteered to host an event, hence nothing booked in that zone... If a Wirral club comes forward, I will happily find a tutor for another workshop there and suggest it should be at the end of April, 2023.

#### **Education Stand**

The National Education Committee are organising an Education stand at the National Show in Gloucester Cathedral in May 2023. I have volunteered to help man in and look forward to seeing some of you there.

#### **Teachers Conference**

The National Education Committee were looking at holding a Teachers' Conference in September 2023 but this is more likely to be 2024. Several tutors in the Cheshire Area have expressed an interest. I attended a similar event organised at Nottingham University, pre-Covid, and found it invaluable, so would ask budding tutors to seriously consider attending.

#### **Website Review**

Finally, I do need to review information held on the website about our tutors and clubs and where someone can go to learn floral art, and then twist a few arms to increase the information posted!



## **6.v Young People's Liaison Report – Judy Gratton**

The Girl Guiding organisation has approached Judy requesting a meeting.

## **7. CAN online Events Update – Janet Schofield**

### **Competitors Support Group**

The Competitors Support Group has restarted following the summer break. One session has been held on the elements and principals of design and one looking at the schedule for the National Show at Gloucester Cathedral next May. Our 24<sup>th</sup> January meeting will be a slide show of photos of the class spaces inside the cathedral – if you are thinking of entering the show this is not to be missed! Meetings are via Zoom, start at 7pm and last around one hour.

New members are always welcome. Contact [canonlineevents@gmail.com](mailto:canonlineevents@gmail.com) to receive the Zoom link.

## **8. Publicity / Events Update – Tracy-Anne Clancy**

### **8.i Diary Dates 2023**

The diary dates for 2023 are currently being finalised (nearly there!). We are planning some in-person meetings (summer months) for 2023 and venue / timings are still unconfirmed. Finalised dates will be published on the website.

### **8.ii Website & Social Media**

The 2022/23 Area budget allows for 5 updates per annum per Club. More than 5 updates can be made but costs need to be considered please. With the calendar year coming to an end, Clubs are requested to submit their 2023 programme to Mike Gallagher (website manager) to update the website. Please also check your Club's information on the website. Some information is incomplete, or seriously out of date.

It has been fantastic to see all the social media posts from Cheshire clubs featuring Christmas demonstrations over these last few weeks. Some stunning designs showcasing our talents. Happy to share the odd photo or two in the newsletter for the Christmas edition (please send through the jpegs)

### **8.iii Newsletter**

Two Area newsletters have now been issued with over 30 individual requests received to be added to the distribution list. Several positive comments have been received via email.

## **8.iv Flower Arranger Report – Catherine Bower**

### **Flower Arranger 2023 Subscriptions**

- Following price freeze for five years, 2023 club subscription rate increased to £15 for 4 editions
- Order form, delivery dates etc. were emailed to CFAOs, who provided a contact email address, in July
- Copy of order form distributed via Morag to Club contacts in September
- Duplicate sent to CFAOs in September
- Information displayed at AGM
- Reminder in Area Newsletter
- Requested Club orders to Area Flower Arranging Officer by **Friday 11th November**
- 368 subscriptions made, compared with 404 for Winter 2022 edition
- 34 Clubs have ordered. 3 clubs have not placed an order – mid Cheshire, Nether Alderley and The Bramhall Hall

- An individual asked for a subscription, although her club did not wish to place an order. I've explained role of CFAO if other members wish to subscribe
- 1 club paid 2022 rate £12.80 rather than £15. Remedial action requested

### Accounts

- Copy of Statement sent to Area Treasurer whenever received from bank (transactions in or out)
- 3 clubs paid via BACS
- All cheques deposited by 18 November

Contact to Area Flower Arranger officer can be made via: [flower.arranger@nafascheshire.org.uk](mailto:flower.arranger@nafascheshire.org.uk) or link on website contact button

## **8.v Royal Cheshire County Show – Carol Baker / Sylvia Bower**

The Cheshire Show dates for 2023 are 20<sup>th</sup> & 21<sup>st</sup> June. The first meeting of the 'Theatre of Flowers' committee has taken place and work is progressing on the Schedule.

## **9. Cluster Updates**

People are moving between clusters to make travelling easier – just ask if you wish to change. Any Club representative may attend, it doesn't have to be the same person each time.

### Lily Cluster – Colette Dunkley

The cluster hasn't met largely due to the failings of the coordinator (mea culpa) However we are still communicating with one another and mutually supporting the activities of the clubs and we share newsletters.

Members of the CAN leadership team have been copied into our efforts.

Members of the cluster have been encouraged to participate in events and workshops organised by Area.

The foam free workshops created some interest in individual members from the cluster but despite the generous support of Area there is reluctance by clubs to participate in organising them in the cluster. This is because some clubs feel they have more pressing needs and/or feel that they can provide workshops more in tune with the club's membership.

**A Face book page (Wirral Flower Clubs)** has been set up for the cluster. This is intended for clubs to publicise activities that are open to the general public. It will be shared in on the Facebook pages of local interest groups e.g. "What's on Wirral". It is hoped that a designated member from each of the constituent clubs will become editors.

Could we ask as many people as possible to like our page and ask their club members to like it too?

### **They would have to do a search from their own Facebook page for Wirral Flower Clubs**

Our members are very valuable agents of publicity whether it's by word of mouth or on social media. Liking and sharing club's activities gets the message out there, whatever club you are in.

Sadly, we hear that **Heswall Flower Club** feel that they are no longer viable, and it seems likely they will close at the end of 2023. This has come as a terrific shock for many, as the club was very active and led the way in organising wonderful and successful Charity Open Evenings. Their reasons are familiar to those we hear again and again.

- Falling membership down 35% since Covid

- Venue costs skyrocketing
- Ageing demographic unwilling to take a part in running club
- Lack of hands-on flower arrangers within club

*(On the recent judges refresher day Michael Bowyer playfully posed the question: “Do we belong to Flower Arrangement clubs or Demonstration Watching clubs?” We so rely on the demonstration watchers as they are very valuable bums on seats, but they are passive and don’t involve themselves with committees or Area concerns.)*

**Some good news. Hoylake Flower Club** are celebrating their platinum anniversary next year. They have been around longer than NAFAS.

## **10. Future Plans**

- A Club Day has been suggested at Frodsham for 2023 – possibly in April 2023 (dependent however on venue and CEO availability). A great day for socialising (and eating cake!) but the November Club Day was cancelled because of lack of support so this is in doubt.
- The AGM is booked for 5<sup>th</sup> October 2023 at Frodsham. The AGM will be in the morning and followed by a demonstration in the afternoon. Another opportunity for a ‘get-together’ with friends – please save the date!

## **11. Proposals**

**Cheshire entry into the Area Class ‘On the Shoulders of Giants’ at the National Show at Gloucester Cathedral.** Team of two requested to stage. Support from all of us in Cheshire. Financial support is given by Area. Let’s support this event and promote Cheshire. Closing date for entries is 20<sup>th</sup> January. Are you ready for the challenge? Please volunteer your talents. Not every Area will be represented – there are 21 areas but only 14 spaces. This is in the CAN Newsletter.

Harrogate Flower Show have asked Cheshire to enter their spring show but cannot support this financially: they will contribute but not pay for it. They will most likely be giving <£500 and this is not going to be close to the expenditure. It is better for Cheshire to concentrate on the National Show.

## **12. AOB**

The Chairman wished everyone a blessed Christmas.