

**FRIENDS OF CYBERZONE
Party Planning Meeting**

Saturday 23rd September 2006

Present:

Christine Rose (Vice Chair)
David Kenny Singh
Hannah Raven
Jacqui Paschoud
Leeann Welter
Nancy Prendergast
Pat Raven
Sandra Smith

Alex Spiers (HoriZones Centre Manager)
Sadhana Sutar (CyberZone Manager)
Robert Hines (CyberZone Volunteer)
Angela Henriques (CyberZone Tutor)
Kasane Minowa-Astridge (CyberZone Support Worker)

Bronwen Bakare (Youth Service)

Party ideas

The following party ideas were agreed:

- Photographs from the sexual health residential to be put on display – Bronwen, Alex and Sadhana to organise.
- IT portfolios to be displayed – Angela to organize with learners.
- Other display ideas:
 - Photo's of past members
 - Photo's of past staff members
 - Photo's of past events
- A group of children to perform a dance – Kasane to organize. Leeann and Nancy agreed to take part. Hannah will give this more thought before committing to the dance. Christine suggested her step-daughter Chloe is invited to take part. Sandra will ask her daughter if she is interested in participating.
- Karaoke to be set up on the Playstations – Sadhana to arrange.
- Games – Christine suggested Jason Rose might host this in the meeting room and use the existing games kit. Christine to check with Jason.
- Steel Band – Jacqui or David to provide Alex and Sadhana with contact details.
- Pre-prepared food and drinks to be contributed – Sadhana to circulate party list in advance.
- Nancy, Leeann and Hannah were positive about fancy dress but David was not sure. Party-goers will be encouraged to wear fancy dress – Sadhana to publicise.
- Fund raising – Alex to contact John at Ladywell about performers who can charge for their act and make a contribution to CyberZone.

The following party ideas were made but no agreement reached:

- Hunt the Parcel with Clues
- Jokes
- Food tasting competition

The following party ideas were made but rejected:

Bouncy Castle – lack of space, not enough staff to watch over it, health and safety concerns.

Party Volunteers

- David and Hannah volunteered to host a music quiz. David will compile a music CD for this.
- Christine and Bronwen volunteered to do face painting. Christine will bring the paints.
- Pat volunteered to set up the food on the day.
- It was suggested that Steven Rann might provide music for the party – Sadhana to contact Steven.

Who to Invite

It was agreed that the following should be invited:

- Local Mayor
- Young Mayor – Angela to provide Sadhana with a different e-mail for the Young Mayor
- Paul Leekey (participation officer in Youth Service) – Bronwen to provide Sadhana with contact details.
- All local councilors (see lewisham.gov.uk, include Chris Best, Roberty Massey, Heidi Alexander)
- Contact-A-Family
- MenCap
- Signal
- Scope
- BBC CiN
- HALC
- Lewisham PCT
- Local papers – Alex to check with Lewisham Council's publicity people
- Previous members
- Previous staff including volunteers

How many to invite

Alex to find out the capacity of the building in case the number of people invited has to be limited, perhaps to immediate family only.

Financing of the party

Sadhana queried how the party would be funded. It was suggested funding is received from the integration budget and FoC, however no decision was made.

Next 10th Birthday party planning meeting

11am, Saturday 21st October 2006(?)