**Cam Valley Arts Trail Meeting Minutes 17th March 2016**

**AGM Minutes**

**Present:**

Karen George (Chair), Sophie Piddock (Treasurer), Kate Westcott (Committee) , Helen Rushton, Ginny Lake, Jo Eddleston, Sheila Richardson (Committee, Membership), Diana Connor, Lucy Empson (Secretary), John Hayhoe, Ashley Sands, Pam Shellard, Clive Shellard, Ann Robb, Christine Weaver, Andrew Eddleston, Alison ter Haar, Anna Hurwitz, Natalie Jones.

**1.Welcome & Apologies**

Apologies: Martyn Rumary, , Linda O'Gorman, Sue Walker, Jonathan Pearce, Pauline Palmer, Jenny Lancaster, Alena Bissinger, , Terry Bridgeman.

**2. Approval of Minutes of last year's AGM**

1. The AGM meetings from 19th March 2015 were approved & signed.

**3. Chairs Report**

1. See attached Chairs report.
2. There are particular thanks to Jacqui Howell, who helped with Publicity during the year, and stood down from this role.

**4. Treasurer’s Report**

1. See attached ‘Financial Statement 2015'. The current bank balance is £1,437.14
2. The group has had over £2000 go through the accounts this year, and last year this was over £3000 due to the number of grants received.
3. Grants received this year include: Paulton Parish Council (£150), High Littleton & Hallatrow Village Day (£100) and Clutton Parish Council (£100). This is a total of £350, in comparison last year we received £1416.
4. Thanks for the generous sponsorship we have continued to receive this year: Meltone Gallery (£50), Charles Westcott (£50) and Swan Artworks (£50). Thanks also for the donation from the Holbourne Ladies Group during the Trail weekend, and to those members who did not take a fee for the workshop events (Sheila, Kate & Diana)
5. We have already paid for our annual Insurance cover, and members will still require their own insurance cover for their own activities not carried out as part of the Arts Trail Group events.
6. For the coming year, the group has kept a reserve amount, but has less grant income than last year. We have received a grant award from Curo to fund a training event for a small number of the group in publicity and community engagement which will take place in April. The current funding and membership fees will just cover the cost of this year's November Trail and the Spring event.
7. Sophie requested that when paying monies by bank transfer can you please add a short description so it is clear what this payment is for. Your name is shown automatically by the bank.
8. Membership renewal is now due. The fee is to remain the same as last year at £10 with no increase this year. Please contact Sheila for details.

**5. Approval of 2014/15 Accounts**

1. The Treasurer to sign the reports for the records. Many thanks to Sophie for her continued work during the year.

**6. Nomination of Committee Members for 2014/15**

1. All the committee members from the last year 2015/16 are willing to stand for the next year. There are up to 10 places for committee members. There is the new constitutional amendment (below) for a Publicity Co-Ordinator post, which has been vacant for most of the year. Alison ter Haar volunteered for this role and was duly voted in:
2. Chair: Karen George. Nominated by Helen Rushton. Seconded by Kate Westcott.
3. Treasurer: Sophie Piddock. Nominated by Diana Connor. Seconded by Ginny Lake.
4. Secretary: Lucy Empson. Nominated by Jo Eddleston. Seconded by Ann Robb.
5. Committee Member: Sheila Richardson (membership). Nominated by John Hayhoe. Seconded by Diana Connor
6. Committee Member: Kate Westcott. Nominated Helen Rushton. Seconded by Ann Robb.
7. Committee Member: Alison ter Haar (Publicity). Nominated by Karen George. Seconded by Sophie Piddock
8. All the above 6 committee members were unanimously voted and approved by all present at the meeting.

**7. Proposed Constitution Amendments**

1. See attached’ Proposed Constitution Amendments’

**Proposal A**

**'Add a new description of duties for the Publicity Co-ordinator role’**

Reason (a):

This is a new role. Description of duties to be added into Section 6 The Duties of Officers

**Proposal B**

Subject to the approval of Proposal A:

**“Publicity Co-ordinator role – proposed description of duties:**

6) The Duties of the Officers.

e) The duties of the Publicity Co-ordinator shall be to:

• keep and maintain a contact list (database) of local publications and their contacts

• in consultation with the Committee, co-ordinate sending ‘press release’ information about the group and its’ events to local publications, listed in the contact list.

• help to promote the Groups events, activities and workshops via the website and it’s social media accounts (facebook, twitter etc)

• with support of the Committee, co-ordinate updates to the Groups website and social media accounts to publicise its’ events and activities”

1. Unanimously voted and approved by all present at the meeting.
2. The new constitution will be brought to the next group meeting for signing by the new committee.

**8. AOB**

1. Membership renewal is due: please see Sheila. We have included a question about ‘Curo’ residents, as we have had grant funding from them and want to establish how many people we are involving in the group.
2. Spring event - please see Karen / Sophie if you would like to book and pay for a place (members only event).
3. There is an opportunity for the Group to have a display at the RUH in Bath. John Hayhoe to find out the dates available, and it was suggested to avoid the lead-in to our Arts Trail in November.
4. Midsomer Norton Town Show. John was encouraging members to submit entries this year, following his success last year. John to confirm the date.
5. The Bluebird Café in Stratton on the Foss has an acoustic session on Sunday afternoons, and particularly welcomes young musicians. There could also be a possible link with our Trail later this year.
6. The Taster Day was a big success, with lots of positive feedback from all the members who took part, and support to have a repeat event.
7. Midsomer Arts Festival – the main Saturday is on 18th June when we will have a table display. There will also be an exhibition space in the Town Hall. More details to follow.

Thank you to everyone who attended the AGM and has supported the group during the year.

Meeting Closed 8.10pm

**Next meeting:** date to be confirmed

**Next event:** Spring Sale and Exhibition at Congyre Hall, Timsbury on Saturday 30th April 2016