**Cam Valley Arts Trail Meeting Minutes 22 July 2016**

**Present:**

Jane Woodman, Karen George (Chair), Kate Westcott, Lucy Empson (Secretary), Sophie Piddock (Treasurer), Ginny Lake , Diana Connor, Alison ter Haar (Publicity co-ordinator), Sheila Richardson (Membership), Sheila Hetreed, Anna Hurwitz, Sue Walker

**1.Welcome & Apologies**

 Apologies: Ashley Sands, Jane Hall, Andrew Eddleston, John Hayhoe, Joyce Spear, Martin Rumary, Jo Eddleston, Diana Walker, Helen Rushton, Terry Bridgeman, Alena Bissinger, Terry Bridgeman, Ginny Lake

**2. Matters Arising**

Last meeting 21 June 2016. Minutes from meeting agreed as correct. Other Actions picked up in agenda.

1. Richard to feedback on card readers and costs/broadband issues.

2. Ginny to compile the publicity kits for our events (banners/posters etc).

3. Meet the Artist next month to be Ginny with news about the spinning course she’s currently attending.

**3. Members Update**

1. Currently have 42 paid members – Karen Aniola renewed and Sue is a new member.

**4. Finance and Funding**

1. Current bank account balance is approx. £2400 – Sophie to confirm details.

2. Paid deposit for Camerton Hall.

3. Received £50 donation from Kate’s husband. There are also cheques to value of £70 and £30 to pay in.

4. With no further grant income we have enough in our account to fund the Arts Trail and publicity this year.

5. Sophie to apply to the Clutton Ward Members grant fund.

6. Applied to High Littleton Parish Council, but the decision has now moved to February 2017.

7. Also we plan to make an application to Clutton Parish Council.

8. Jo to apply to Timsbury Parish Council for publicity etc

**5. Fundraising and sponsorship**

(i) Sponsorship letter

1. Alison focussing on business sponsorship for the brochure. To date:

* 4 large adverts are confirmed for the brochure.
* Contacted 14 other businesses, of which only 2 have said No. Alison has compiled a summary of all the businesses contacted (attached).

2. Other sponsorship to follow up:

* Vale House – Kate.
* Co-op, Farrington Gurney – Karen to contact again about a banner.
* Meze, Clutton – Sophie to contact again about the banner.

3. If you have contacts with other local business please approach them – and let Alison know. We can follow up any contacts with more info and letters.

(ii) Grant funding

1. High Littleton: Applied for £100 for workshops in High Littleton/Hallatrow, decision now not until Feb 2017. Sophie to apply to Clutton ward members and would like another member to apply to Clutton Parish Council for school workshops (as she’s a Parish Councillor).
2. BaNES Community Fund? Sperring Trust? Apply next year.

**6.Publicity Update**

1. Alison has been in discussion with the Chew Valley Gazette about the costs for a double page publicity spread with ‘advert’ spaces around the edges. The price is now the original amount £165+vat and artists/advertisers could then have their own advert box at £20 + VAT each on the same page. The publication date in October is just before our November trail so would be good timing. Info to be circulated to members.

2. Mendip Times: We have agreed an editorial piece with a small advert at £50. Anna has agreed to be the feature artist in their October issue.

3. What’s On Sections of lots of local guides and magazines. Alison has done the ‘what’s on’ piece for Somerset Sept/Oct and has a press release ready for all the other local magazines/papers.

4. Please send any updates and news items about your own events, exhibitions, shows or new works to Karen so this can go on the website and facebook/twitter posts.

5. Please send any photos of new work/images to Karen for the website and facebook/twitter pages.

6. Banners/ Boards: In August we’ll do a stock check of banners and ask for a quote for a new or replacement banner. We’ll also review old/new locations (such as the old pub sign near Farmborough green) and do a sketch map of locations.

7. Leaflets – please take and distribute any more postcards for final registration.

8. Suggestion of ‘sail’ banners for our events as seen at Art in Action and several Festivals – this could be a lightweight fabric such as polyester or silk. Also to consider the ‘picture frame’posters.

**7. Arts Trail 2016**

1. 31 people registered to date with at least 4 people we know intend to register. 2 new people have registered.

2. If we have 40 registered we may have to review our ‘outlying’ venues and perhaps just do the school workshops in outlying locations such as Farrington Gurney & Camerton. Once the registration date has passed, the Committee will meet to plan the venues and let artists know.

3. Workshops will also be planned in August. We want to promote the bookings using Eventbrite this year.

4. Brochure info:

* Brochure printing end of the 1st week Sept – we need time for the schools to see the proof.
* The brochure will be stapled 16 pages.
* 13 August deadline for the printing so if you have any recent or updated photos of your work that you want in the brochure, please send these to Karen asap. Please provide ‘close up’ photos of your work.
* Include an ‘insert’ larger scale map in the brochure.

5. Final Registration deadline reminder to be sent.

**8. Summer Events**

1. High Littleton Village Day, 27th August. We have an invitation to take part in their 20th Anniversary parade which will be making a banner (£100 prize) and taking part in the parade. Karen will prepare a banner (which we can then use for our other events) can you help to decorate it and take part on the day? The banner will be decorated with fabric frames and fabric printed pieces of artists work. The overall theme is Victorian, so if anyone has contacts for costumes that can be borrowed please get in touch with Karen.

2. Judging – any volunteers to judge the children’s colouring completion?

**9. Schools Project**

1. Karen has contacted Camerton, Cameley, Paulton, High Littleton, Farrington Gurney and Clutton. All wish to be involved (Clutton a possibility tbc). The project involves CVAT loaning artwork for eg. 1 week to inspire other areas of the curriculum eg. writing, dance, music etc – each school will have a different approach. The children’s work based upon the loaned work will then be displayed alongside the original piece of work at the Trail.

During the summer we will ask artists about loaning a piece of work for the project which will start mid /late September.

**10. Members Training & Get Together Events**

1. Artwork Creations – framer visits to be arranged. Possibly September at Camerton.

2. ‘Communications’ training event to be arranged for Members – a fund hands-on activity all about how you communicate and sell your works; how to set up displays; how you come across!

3. Date to be booked for a Taster/Workshop day for Members in the Spring – inspired by our event last year and activities at Art in Action

4. Contact from Millards Hill, Welton – outside our area, but they are welcome to exhibit in our area at a venue. Karen to contact.

**11. AOB**

1. Diana Connor has a Tricolour 200mm microscope for sale – get in touch if you are interested.

2. Paulton Junior School – exhibition of botanical paintings from the late grandfather of a teacher – agreed that as items not for sale and there will be no mention in the brochure we would support this at the Trail.

**Next meeting:**

7.30pm Wednesday 14th September 2016 at Meadgate Farm Shop café

Everyone welcome