**Cam Valley Arts Trail Meeting Minutes 10th February 2016**

**Present:**

Karen George (Chair), Kate Westcott, Sheila Richardson (Membership), Lucy Empson (Secretary), Jo Eddleston, Ginny Lake, Terry Bridgeman, Diana Connor, Anna Hurwitz, Jonathan Pearce

**1.Welcome & Apologies**

 Apologies: Sophie Piddock(Treasurer), Andrew Eddleston, John Hayhoe, Helen Rushton, Sue Walker

**2. Matters Arising**

Minutes from meeting 19th January agreed as correct. Actions picked up in items below.

1.Workshops at Arts Trail 2015: Thanks for everyone who contributed their time to lead and take part in workshops and particular thanks to those artists who gave their time for free to the group, with particularly mention of Diana Connor, and thanks to those artists who did not take a fee.

**3. Members Update**

1. Sheila to email membership list to Karen and Sophie - we currently have 39 members.

2. Sheila has emailed members re: renewal which is due in March, to coincide with the AGM.

**4. Finance and Funding**

1. Balance of account as of 21/12/15 £1483.32. Balance does not include £20 donation obtained by Jo Eddleston for future workshops or refreshment takings at Camerton Hall from Arts Trail weekend (approx £80)

2. Sophie to prepare end of year accounts for AGM and ensure they are audited, if necessary.

3. Insurance renewal quote from Naturescape is £273.75. Agreed by the Committee to renew which will be on 17 March 2016.

**5. Fundraising and sponsorship**

**(i) Members Training Day**

1. Curo grant – application deadline Wednesday 2nd March. Agreed to apply for a grant for training in communication and publicity. Action: Karen

2. We have obtained one quote for training based upon the ideas discussed at the last meeting, from a trainer who advertises through Bristol Creatives. The quote is approx. £450 for one day to a small group, plus venue hire.

3. Discussed ideas for obtaining other quotes so we can assess the value for money and range of options. One suggestion is to approach other Arts agencies, such as Arnolifi or Spike Island, as they have marketing and publicity co-ordinators who may be interested in running a training day for us. Lucy suggested approaching Knowle West Media Centre (KWMC) in Bristol who are a community based arts/media charity and run courses in social media and engaging the community. Karen also suggested approaching Curos publicity team, who may offer advice on trainers/costs.

4. The feedback from Curo is that they would be willing to support the application if it’s focussed around our community impact and outreach. Karen to contact Curo.

5. We also discussed the possibility of opening up the training event to other arts groups, so it is good value for money? Alternatively, we also thought Curo may wish us to focus on our group and how we benefit the community?

6. The training will be based on how we publicise ourselves and reach out to the market. How do we engage with our community? How do we publicise our events and how do we attract people to our workshops? Publicity techniques, communications and using social media. How do we know we are being successful and reaching our audience?

**(ii) Grant Applications**

1. Sophie will apply to Clutton Parish Council for a grant towards workshops at Clutton for the Trail.

2. Ginny updated us on Wellbeing College - some courses provided free of charge. Ginny will see whether college is looking for artists to run workshops (artist paid to run the workshop).

3. Sponsorship – generally agreed wider sponsorship would be useful.

**6. Publicity**

1. We still have a vacancy for a publicity co-ordinator – to be an item at the AGM

2. If we still have a vacancy after the AGM perhaps we could explore making a volunteer student placement/work experience opportunity? Mindful of the time this would take from the Committee to mentor and support the student.

**7. Taster Day on 20th February 2016**

1. Congyre Hall is booked on 20th February 10-4pm for a members ‘Taster’ day to try new activities, share and learn some new skills.

2. Agreed members need to pay for materials / firing if appropriate. Info will show list of activities highlighting those that will incur a supplement above standard day cost if members wish to do them. The contribution for Ashleys woodcarving will be £3 for the wood.

3. Enquiry about children/family coming to watch the activities. The group felt the day should be focussed on Members and to have a fun day, experimenting with new activities and not feel they have to worry about caring for other family members.

4. The day is an informal mixture of timed sessions along with ‘cake breaks’ and ‘show and tell’. Starts from 10am but the hall is open before if people want to come and set up earlier. Tea/coffee/cakes will be provided but please bring your own things/lunch if you wish.

5. We would also like to take photos of the day for the website and for other Members who can’t make the day. Please bring cameras etc and let people know if you don’t wish to be photographed.

**8. Future Events and Dates:**

**(i) School workshops – the Map**

1. The High Littleton School workshop map is finished and will be going on tour, first at Farrington School, and then to Camerton and Clutton. There will be info for the local papers/newsletters and we’ll also publicise this later in the year and promote it at the Spring Event

2. Idea of school children writing about their artwork and artwork they see at the Trail events to make more links between literature/poetry/storeytelling and visual arts.

**(ii) AGM**

1. The AGM is Thursday 17th March at Clutton Village Hall 7.30pm

2. Membership fee. Sheila to send renewal email to current Members. Discussed the membership fee and if we would propose an increase at the AGM. Currently £10 and it was not felt necessary to increase this. If we find our costs go up during the year (ie. increased Hall hire fees; fewer members) the membership fee will be reviewed next year.

**(iii) Spring Sale – 30th April**

1.Member only Spring Sale Event to be on 30th April at Congyre Hall. Karen to circulate more info nearer the time, such as the booking forms; flyers. Karen to forward info to Timsbury letter.

2.Congyre Hall is booked from 9-6pm. The Sale will be open to the public from 11-5pm.

3.Taste of Timsbury will have a display table, with the agreement that we hope to have some reciprocal publicity at their future events, as support for this new group.

**10. AOB**

1. Sponsorship – approaches to local groups/businesses. A simple ‘Info’ piece about the group is to be prepared to give to Members so they can approach local people about sponsorship.

2. Possible future event - 'Studio crawl'

3. Suggestion of supporting young artists to exhibit and join in with the Trail, and how we could support them in starting out.

4. Ginny volunteered to run the Cake stall at the Spring Sale. Many thanks for this, and we also encouraged her to have a stall at our future events!

5. Midsomer Festival. Karen has been in contact with Martin to confirm the date of the Festival this year, 18-25 June. We await confirmation of which Saturday will be the main activities for a stand. Norton School has won a grant to sponsor a sculpture event at the Festival.

6. Arts Trail brochure. Discussed exploring different formats to make more space for sponsors/workshop space (or a separate flyer?) or no brochure and an App instead (such as Windmill Hill Arts Trail – although there are concerns about our Village broadband capacity)? Ideas and suggestions welcome, as the cost of printing the brochure is a considerable proportion of our Arts Trail costs, and we would like feedback/ideas on how successful this is to publicise the Trail and enable visitors to explore all our venues.

7. Advanced notice: The FaB Art Market at Kinsgsmead Square in Bath is on 5 June, which is part of the FaB Festival (27 May-12 June) www.fringeartsbath.co.uk/artmarket

**Next meeting:**

AGM 7.30pm Thursday 17 March 2016 at Clutton Village Hall

Everyone welcome