**Cam Valley Arts Trail Meeting Minutes 16th September 2014**

**Present:**

Karen George (chair), Sophie Piddock (treasurer), Lucy Empson (secretary), Virginia Lake, Jo Eddleston, Sheila Richardson (membership), Kate Westcott, Helen Rushton.

**1.Welcome & Apologies**

 Apologies: Sheila Richardson, Andrew Eddleston, Ann Robb, Ellen Holt., Hillary, John Hayhoe, Linda O’Gorman, Ashley Sands

**2. Matters Arising**

Minutes of 9 June 2014 agreed as correct.

**3. Finance Update**

1. Payment from BaNES for the grant from Cllr Jeremy Sparks not yet received.
2. Bank account current balance is £1031.31. Karen owed payment for postcard printing and website hosting (approx. £173).
3. Karen and Sophie to meet on Wednesday to budget for the school workshop costs.
4. Kate, Sheila and Karen met to plan the school workshops. Discussed the artists who indicated an interest in running workshops; type of artworks/project the school suggested and how many workshops could take place in each school. Anticipate a minimum payment to artists of £30 for half day workshop, and schools covering costs of materials.
5. Summer events – if members are running a ‘Cam Valley Arts Trail’ stall then pitch fees will be reimbursed by the group. Anticipate this being at Paulton in the Park(Ginny) and Timsbury Fun Day (Jo and Andrew) at cost of £5 or £10 each stall.

**4. Grants and Future Funding**

1. £50 from Swan Artworks.
2. £50 received from Charles.
3. Timsbury millennium fund – Jo reported that grant was for individuals applying not groups
4. Curo. Suggested enquiring after April – outstanding.
5. Radstock Coop Community grant – Ginny made enquiry, and will update at next meeting. Recollection is that the deadline has passed.
6. All to look out for possible grant funders/ sponsorship ideas. Sheila to send email reminder to members.
7. Summer events: Paulton in the Park (5 July) and Timsbury Fun Day (21 June). If anyone else is able to participate on the day, additional help is very welcome. Contact Jo /Ginny . Suggestion that for any stalls at events we have some laminated photos of the Trail and Spring Event to show people what it is like, and also use the blackbird bunting. A gazebo is available / blackbird bunting (contact Karen).

**5. Membership**

1. 28 members to date and 1 outstanding enquiry.
2. Karen emailed Richard (who came to the AGM) as he has joined as a member but hasn't been in touch at all – if there are any other artists who would like to become members please contact Sheila. Details are on the website: camvalleyartstrail.co.uk

**6. Arts Trail Registration**

1. Registration is open! There has been one registration already. Registration fee is £10 for members and £20 for non-members. Closing date 31st July.
2. Postcards have been printed and are ready to be distributed. Please collect them from Karen. If there are any spare ones that have been on display after the Summer events please collect for next year.
3. Potential venues in addition to those booked for the Trail: Farrington Gurney Hall; High Littleton Methodist Hall Paulton Hall by the park. The group wondered how many new artists would register, and if we would need new venues in addition to some of the schools?
4. Please download the postcard and print at A4 to go into local shop windows/libraries etc in addition to the postcards.

**6. School Workshops**

1. Workshops are planned at the following schools:

Camerton School: Karen - Painting or the peg loom (or both!)

Paulton Junior: Sheila and Kate - Textiles

Farrington Gurney: Andrew - Ceramics

High Littleton: Helen (many thanks!) – willow weaving and possibly Jo - glass

1. Clutton, Timsbury and Cameley are not taking part.
2. Don’t need to be dba checked as there will be teachers with the children all the time. All the permissions will be in place to take and use photos of the children (with those excluded from photos where requested) to use as publicity for the Trail events. Are there any volunteers to be an ‘official’ photographer?
3. All dates for the workshops and school openings to be agreed by 18th July (end of term).

**8. Publicity Co-ordination**

1. We still would like someone else (not already on the committee!) to take on the role of publicity co-ordinator. The press release info and information will still be prepared by the group, so this role will be to have a list of publication dates and contacts, to send info out on time. Any volunteers contact Karen.
2. Summer events (for publicity leaflets etc):

Clutton Neighbourhood Plan Day - 21 June, Sophie, leaflets

Clutton Village Day - 12 July, leaflets

Clutton Flower Show - 9th August, Lucy, leaflets

Paulton Party in the Park - 5 July, Ginny will book a stall pitch

Timsbury Fun Day - 21 June, Jo and Andrew will have a stall there

High Littleton Village Day - 23 August, Karen will have a stall / run a workshop and Sheila attending

American Museum, Bath - 23 August, Kate leaflets

Corston Country Fair - 18 July, Kate leaflets

Priston Arts event - 21 Sept, Kate

Redcatch Art in the Park – 12 Sept, Karen

Autumn Shows - ?

Any other events - ? (please send detail of events and dates to Karen)

1. Each event – leaflets to be distributed. If members have a stall at the event there could be a sample of members artworks on display to further publicise the Trail. After the Registration date closes please let people know about the trail dates instead of artist registration info.
2. Website: Karen has updated the website. Need more photos from members plus a short statement about your work. Please email to Karen if you haven’t done so already. Suggested removing (archiving?) old event dates asap so it keeps it looking fresh.

**10. AOB**

1. Arts Trail Registration forms to be completed and returned to Sophie.
2. Bookmarks. Kate suggested we could print A4 sheets (similar to the postcard quality) which can be cut into bookmarks to give away to children or even sell!
3. Costs to laminate A4 and A3 posters. Sophie/Karen to work out costs.
4. Discussion about in the future involving older residents as well as an emphasis on school children. Possible ideas included activities in residential homes or events that focus on isolated older people. There was some thought that funders would support this. Sophie to contact Age UK. Karen to check Quartet funding.
5. Check the number of banners and flags for the venues. Do we need to get some more?
6. Karen to check email dates for Parish magazine/ journals to publicise activities. She has already prepared info for High Littleton magazine which could be sent out to others.
7. Karen to email John Holbrook for photo.

**Next meeting:**

Committee: to select artists for the venues, and prepare info for the Arts Trail leaflet

7.30pm Monday 4th August 2014 at Sophies.

General Meeting

7.30pm Monday 16th September 2014 at Railway Inn, Clutton