**Minutes of the Snowdrop Valley 2019 Committee Meeting held on Tuesday 11 December 2018 at 6.30pm in the Moorland Hall**

**Present:**Cllr Eric Norman (Chairman), Cllr John Anson, Roger Foxwell, Jim Winzer, Amanda Hamley (Snowdrop Valley Coordinator) and Nic Kemp (Parish Clerk).

**Public Question Time:** None

**Apologies for absence:**None.  Cllr Norman welcomed Mr Winzer to the committee and Ms Hamley as the Snowdrop Valley Coordinator.

**Declarations of Interest:** Cllr Norman personal interest - owner of business sponsoring Snowdrop Valley.

**Minutes of the Last Meeting and Matters Arising:**Minutes of the meeting held on 20 November 2018 were signed as a true and accurate record.

**Budget:** Clerk had distributed draft budget.  Added in costs of £250 for signs, £300 for merchandise and £100 for additional printing, including maps.  Reduced sponsorship income to £750.  Budget to be passed to next Parish Council meeting for ratification.

**Snowdrop Valley Coordinator**: Amanda Hamley has taken on the role.

**Leaflets and Maps:** Clerk distributed the draft leaflets from the printers.  Amendments suggested to details on front page.  All sponsors detailed in centre of leaflet.

**Merchandise:**Mr Winzer suggested some of the older cards could be given away to visitors as they were difficult to sell.  Clerk, Coordinator and Mr Winzer to check stock and assess if additional stock is needed.

**Paths and Clearance in the Valley:** Coordinator, Cllr Norman and Mr Foxwell to visit valley Friday 21 December to confirm any additional requirements, and carry out risk assessment  Mr Foxwell has checked all Walks to the valley and spoken to ENPA Ranger.

**Staff:** Clerk has one new staff member.  Coordinator and Clerk to look at rotas and staff numbers to incorporate the additional shifts.  One person will be required on duty in the car park each day throughout Snowdrop Valley.  Clerk to ask ENPA if the trailer is available for shelter.  Cllr Norman to ask local shoots if they have walkie talkies we can borrow so staff can keep in touch.

**Publicity:** In hand.  Clerk confirmed Marlene Allinson – former clerk – produced the additional posters for Snowdrop Valley.

**Signs:** Clerk and Coordinator to visit lockup by Sports Pavillion to assess requirements.

**Access to the Valley:** Clerk has received enquiry from AtWest regarding if they can continue to operate their group visits to Snowdrop Valley, requesting a pass and donating £1 per passenger to drive their own bus into the valley while the park and ride service is not operating.  It was agreed they could continue to do this.

**Terms of Reference:** Clerk circulated Draft Terms of Reference for the Snowdrop Valley Committee which will be discussed and agreed at the next Parish Council meeting. **Items for the Next Agenda**: Road sweeping

**Date of Next Meeting**: 8th January 2019 – at 6.30pm at the Moorland Hall.  Also to be a Staff Meeting
The meeting closed at 7.30 pm

N J Kemp, Parish Clerk
04 December 2018