**Minutes of the Snowdrop Valley 2020 Committee Meeting held on Tuesday 10 December 2019 at 6.30pm in the Moorland Hall**

Present: Cllrs Eric Norman (Chair), John Anson and Roger Foxwell, with Gill Langdon, Sue White, Amanda Hamley (Snowdrop Valley Coordinator), and Nic Kemp (Parish Clerk)

6.1 Public Question Time: None

6.2 Apologies for absence: Angela Edwards, Frank O’Neill and Jim Winzer. Noted that Gemma Jackson was absent.

6.3 Declarations of Interest:
Cllr Norman – owner of local establishment

6.4 Minutes of the Last Meeting and Outstanding Actions: Cllr Norman signed the minutes of the meeting held on 12 November 2019 as a true and accurate record.

6.5 To consider purchase of A-Boards and printing requirements: It was agreed to use the fete boards, and to print each poster on A3 and laminate, fix the boards to table or stakes. Mrs White and Cllr Foxwell to find boards. Mrs Langdon has 5th board.

6.6 To receive update on maintenance work within the valley: Cllr Foxwell has carried out flail work and bramble clearance. Scraping work to path and clearance to area behind bus stop required. Clearance to grips to be done. Cllr Foxwell noted that the bridge had been replaced. Clerk to thank ENPA.

6.7 To review options for taxi service to operate when no buses are running: Clerk to seek further clarification on service.

6.8 To receive update on sponsors: Cllr Norman confirmed 6 sponsors, plus three further prizes. Coordinator to obtain details from Cllr Norman.

6.9 To consider prize allocation, board provision, and further activities for photography competition: Coordinator and Mrs Langdon have allocated prizes – all listed on website.

6.10 To receive report from Coordinator and consider recommendations, including:
6.10.1 Staff – Have interviewed and recruited additional staff.
6.10.2 Leaflet – Deadline given for adverts.
6.10.3 Event promotion – Event posters to be printed by Clerk and placed by Cllr Foxwell – Coordinator to ask local recommended by Mrs White to design posters. Cllr Norman has spoken to local journalist who will list event on website. Event is detailed on Facebook. Coordinator detailed artwork cost for flags of £18+VAT. Cllr Norman proposed paying this – unanimously agreed. Cllr Norman to provide poster for Rest and Be Thankful, Coordinator to ask Exmoor House for their poster.

6.11 To receive report from Clerk and consider recommendations: Bus contract has been received. Clerk has one query to clarify with company.

6.12 To review progress against event plan, including provision of radios: Cllr Norman confirmed radios available. Cllr Foxwell confirmed further sandbags required. Clerk confirmed road closure in place, and has invoiced ENPA for fee.

6.13 Items for Next Agenda: Update on Taxi Service, update on bus service, staffing.

6.14 Date of Next Meeting: Wednesday 15 January 2020 at 7.00pm in the Moorland Hall.

Cllr Norman closed the meeting at 7.15pm