

Minutes of the Snowdrop Valley Committee Meeting held on Tuesday 19th November 2024 at 6.15pm in the Edwin Beckett Room, Moorland Hall

Present: Committee Members Cllr Eric Norman (Chair), Cllr Jon Levenson, Cllr Claire Rooke, Jim Winzer, John Anson, Angela Edwards, Leanna Coles

In attendance: Liz Stitt (Clerk)

Item	Minutes	Action
	Public Question Time. There were no members of the public present.	
24/11	Apologies for absence. Cally Elston gave apologies to the Clerk.	
24/12	Declarations of Interest. Cllr Norman, The Rest and Be Thankful Inn.	
24/13	To approve the minutes of the meeting held on 1st October 2024. These were approved and signed.	
24/14	Discuss the idea of a tent in the valley for the school to sell drinks. Cllr Norman has spoken to Ben Willams from the Badgworthy Land Company who has no objections to a tent being put in the valley as long as it is packed away every evening and all rubbish is picked up [John Anson joined the meeting]. Angela said the school has gas appliances so no generators would be needed. It would need to be publicised in the car park that refreshments would be available in the valley but would be cash only. It was agreed for the school to go ahead with this.	
24/15	Discuss advertising in Exmoor Magazine. The committee were circulated an advertisement that could go in the Spring Issue of Exmoor Magazine for £104+VAT, this also includes social media posts. It was agreed for this to go ahead if it goes out at the beginning of February.	
24/16	Discuss quotes for advertising banners. The Clerk had asked three companies for quotes for advertising banners but only two came back which were from Arien Signs and Active Signs, these were circulated to the committee. It was agreed to go ahead with the Active Signs quote. It was also agreed to not include any dates on the signs so they can be used every year and to not include the logo as it takes up too much space.	
24/17	Review the Snowdrop Valley risk assessment and event management plan. A copy of the Risk Assessment and Event Management plan was circulated to committee members. Two-way radios are no longer used, these will be taken out. The Clerk will check that items in the first aid kit are in date and stocked up ready for the event. The locations of the three defibrillators will be added which are at the Moorland Hall, Exmoor Farmers Market and Shearwell Data. It was added in that signs would be displayed in case of cancellations due to bad weather asking people to check for updates on the website. Angela said there are some barriers that the school have got that can be used, if need be, during cancellations, this will be added to the risk assessment. Further discussions were held regarding volunteers. It was suggested for every committee member to try and get one volunteer to do a few shifts at the event. It was also suggested for a sign to be put in the pub where people could sign up to volunteer. Angela will ask a couple that she was thinking of who helped at the horse show.	Clerk

24/18	Items for consideration on the next agenda. <ul style="list-style-type: none">- Update on volunteers.- Schedule of work of who is doing what before the event.	
24/19	Date of next meeting. The next meeting will take place on the 17 th of December before the Parish Council Meeting at 6.30pm.	

There being no other business, the meeting closed at 7.13pm

Signed:

Dated: