

Minutes of the BFWG meeting held in the LARC building, 5pm 1st August 2018

Present: Alan Woolley, David Botsford, Angela Short, Penny Clapham, Ashley Mares, Tony Conway (representing Rotary).

Apologies from Carol Mares, Edward Tanner

David has had to resign from Rotary due to pressure of work; Tony has taken his place on the committee, representing Rotary.

1. a) Cones delivered and paid for at a cost of £3,816. Entertainments license paid for. Crowd barriers required 32m – Penny to price
b) Organiser (not tolly) reported 41 stalls paid for with more in the system. Bridge area close to the entrance to R. Hall car park, to be kept free if possible to allow better access.
c) Church craft fair is full. Entertainer bookings are going well. Exeter Authors are returning. Community Hall café will be run by themselves, not by LARC. Sponsorship/advertising/publicity, all in hand. Programme will be assembled by Humphrey as David cannot commit the time this year.
d) Up to date accounts were distributed and a summary budget will be produced.
e) Event guide will be updated. Penny will be attending the SAG meeting in Sept.
2. Evening event
All 3 musical events, confirmed as coming.
Stage, lighting system and sound engineer will all be hired – Alan to do.
Valuation to be supplied for the Big Top/Toilets and any other hired in equipment for insurance purposes.
To consider security for the Big Top.
Quote for wristbands 510 for £20.40 – Alan to order.
Draft posters agreed – to order 30 waterproof ones. No need for the small flyers.
Tickets have been produced and just need numbering.
3. AOB
None

Date of next meeting 29th August, 5pm at Edward's.