

**Rothbury Traditional Music Festival
Minutes of Committee Meeting
Wednesday 3rd July 2013, Queens Head Hotel, Rothbury**

Present:

Barry Chalk (BC – Chair), Caroline Dawson (CD), Thomson Bathgate (TB), Mary Bathgate (MB), Jean Tocker (JT), Lynn Tocker (LT), Charlie Gale (CG), Krista Tocker (KT), Carole Murray (CM) and Jules Dowson (JD)

Agenda Items:

1. Welcome and apologies

All present.

2. Minutes of previous meeting and matters arising.

Minutes were agreed as a true record.

No formal agenda was agreed for this meeting therefore all items treated as matters arising and AOB.

JD had handed in banking forms – switch would take approximately 10 working days.

LT tabled finished programme, distribution was already underway. All very happy with result.

TB confirmed that banner could be erected at Jubilee Hall two weeks before the festival – BC to arrange. Also agreed to erect banner at Alnwick crossroads and Weldon Bridge diversion one week before the Festival. BC had returned one roll banner due to fault.

BC confirmed that letters had been delivered regarding poetry in schools. Response yet to be established.

BC tabled a photograph of the Ceilidh band children with the Festival banners and Ruth Dickenson, the photo was now on the Festival website and had been sent to the Gazette for publicity purposes.

LT pointed out that the new website had helped reduce the number of enquiries about this years festival.

BC briefed the committee regarding the proposal for the Outdoor Bar – following an email vote prior to the meeting the committee voted against having an outdoor bar this year.

CG confirmed the road would be closed from 8am until 6pm and the letters had been posted.

CG highlighted an event at the Railway on Festival Saturday which was not connected to the music festival but which may clash with some of the activities in the Jubilee Hall. Committee discussed the possibility of disassociating RTMF from events at the Railway and advertising the other venues as 'supporting' the Festival. CM made the point that camping at the Railway may not be advertised in future years.

CG asked for volunteers to erect the staging. LT confirmed the PA system was arranged and it was hoped there would be no complaint from Mr Kirkup this year.

CM raised concerns that there were not sufficient Festival Steward volunteers this year and asked committee members to pass on any details of willing individuals.

LB would consider the MS donation after the Festival.

LT tabled artists fees and list of judges.

CD asked re set up of First School – JD to confirm.

CM asked for committee to attend Festival Office on Friday between 4pm and 8pm.

Arrangements needed for trophies and cups to be delivered to competition venues on Saturday morning – still to be arranged.

LT confirmed that Stewards need to go to Festival office on Saturday to collect competition pack and entry forms. A supply of blank forms would be held at the Festival Office for entries between 9.30-11.30am and additional blank forms would be located at each venue for late entries. KT and LT were arranging paperwork for this.

JT requested help with Chairs in Jubilee Hall.

CM highlighted that building needed to be locked up properly.

TB raised the question of thankyou gifts. All to be confirmed after the Festival.

MB will deliver collection tins to pubs.

LT had received a few donations following letters to businesses, LT would keep a list of donations and put a thankyou notice on the website after the Festival.

3. Post Mortem

Confirmed as 24th July 2013, 7pm, Queens Head Hotel.