**Land of Green Ginger weekly catch up minutes**

**2 February 2017, Lowgate Project Room 1, Present: Elizabeth, Katy, Lou, Adam, Gareth**

Next week’s creative days:

* We need to agree contract with Periplum, bring them to East Park during daylight hours, and meet with Laura to discuss project marketing
* Thor needs to do site visits
* Davy needs to see Bingo Hall and have a production meeting
* Joshua needs his contract, and he wants to meet Liz Draper re: sponsorships, and should also meet with Laura to discuss project marketing
* Katy needs to sit down with Gwen and discuss the finer details of the project, and perhaps also meet with Laura to discuss project marketing?
* We will be missing Simon, Gary, Noeline and Dominic, so instead of a full blown creative development day we will just use next for a focused project development
* Do we need to put another date down the line? However, Joshua won’t be able to take part because he’ll be in Sri Lanka

Budget

* Periplum have £80k but they want £90K, but we can't give them that. Production of £32k
* Joshua: £80K with additional costs of £15-20K such as rates, rents, licensing, etc.
* Lone Twin have quoted £80k but Katy has told them they need to bring it down
* Davy is currently over £100K but he's been asked to bring it down. There's a £30K production budget
* Over £80K but he also needs to bring it down with a £20K production budget
* Macnas is at £100K, but there won't be a lot of production costs, however there will be quite a bit of people/event management costs, which includes facilitating participation leading up to it as well

Crates

* Katy needs to get feedback on each project aspect; we may need to simply discuss this next week.
	+ Joshua wants to keep absolute mystery
	+ Periplum need to feedback but will want Joshua's story integrated with theirs to hint at it

Actions:

Elizabeth:

* Add Adam to house rota for the 5th Feb
* Send access guidelines in advance
* Set up a site visit with Noeline mid-February when she's back from Spain
* Catch up on the conversation around Staples
* Tell Dominic he doesn't need to come