

16<sup>th</sup> November 2020

Dear Colin,

**Re: Town Council Grant – Todmorden Folk Festival**

I am writing regarding the grant awarded to Todmorden Folk Festival of £2250. We had planned to hold Todmorden Folk Festival during the weekend of 1<sup>st</sup>-3<sup>rd</sup> May 2020. However, due to the Covid-19 pandemic and national lockdown, we made the difficult decision to cancel the festival on 17<sup>th</sup> March 2020. As we were so close to the start of the festival, we had unavoidable costs that we had already paid, or were already committed to in relation to the grant received of £2250. These unrecoverable costs included:

<b>Artist Fees</b>	£250
<b>Marketing</b>	
Programme design, flyers, posters, beer-mats	£1138
Overheads (TEN)	£126
<b>Total</b>	<b>£1514</b>

This leaves a total of £736 unspent from the grant awarded.

With regards to holding the festival in 2021, and the uncertainty of how things will be in terms of pandemic, we have to assume that some levels of Covid restrictions may still be in place. However, we recognise how important the festival is for our town and community, both culturally, socially and economically. Therefore, we are planning a Covid-safe festival involving low capacity live shows to ensure social distancing, but with live-streaming capacity in order to provide a simultaneous digital festival. We currently have booked the Unitarian Church for the whole weekend and aim to utilise this as much as possible, as this would be our largest venue available. We also intend to hire the Central Methodist Church to hold a socially distanced craft market and café over two floors. We are also exploring other possibilities of venues within which we could provide socially distanced gigs. We have many of the artists previously booked for 2020, looking to perform in 2021. These include Belshazzars Feast, Jimmy and Sid, O’Hooley and Tidow, Cacophany Arkestra and Aziz Ibrahim. We are currently in discussion with the artists as to how best deliver Covid-safe live shows.

However, with the addition of providing a digital streaming of the festival, we will need additional budget to accommodate this. Will we need to upgrade our website and buy in additional soft-ware and equipment such as a camera and microphone, to provide a quality live-stream. We will also need to provide additional tech support, provide training and pay for the administration of this. We assess the costs would be:

Upgrade and additional streaming software	£50
Camera, microphone equipment and additional tech support	£500
Admin and training costs	£200
<b>Total</b>	<b>£750</b>

Taking the financial losses the organisation has had to absorb from the cancellation of the 2020 festival, and with consideration of the additional costs involved in producing the digital delivery of the 2021 festival, we would greatly appreciate if the Council could consider supporting us by waiving repayment of the initial £2250 grant. This support would help to ensure the continued survival of the festival in the future.

Kind Regards

Lois Darcy

Todmorden Folk Festival