

Mendip Caving Group.

Committee Minutes 08/2021

Links

Minutes of meeting 07/2021

<https://www.mendipcavinggroup.org.uk/committee-meeting-minutes/>

Committee Members Present

Bill Chadwick

David Lossi

Nicky Pearce

Mark Edwards

Jason Kirby

Dan Matthews

Tom Harrison

Editor – position vacant

Apologies

None

Agenda

1. Approve draft Committee Meeting Minutes 07/2021: Unanimously approved
2. Carry Forwards (C/F) from the previous meeting:-

Action	Who	NOTES
C/F 1. Is there a date for installing charging points?	JC	Installation should be completed by 27/08/2021
C/F 2. Lounge blinds - progress	NP	Bedrooms – blue roller blinds ordered. Downstairs – blue curtains ordered. New curtain rails may be needed ACTION: NP to organise a roller blind for the new shower room.
C/F 3. Fern Mine Capping and costs – have CSCC billed us for costs yet?		No response yet so ongoing
C/F 6. Access System management	JK/DL	Completed. ACTION: DL to print off a copy and place in the safe.
C/F 7. Committee Members Role Descriptions – please check and amend your role description .by the August Committee meeting	DL	ACTION: DL to put NPs revised description on the website. ACTION: DL to write an Editor Role Description as a stop-gap.
C/F 8. BCA Insurance: Update on new process in place,	TH/ME	TH kindly offered a tablet he has spare to use for logging BCA notifiable trips, This could be kept in the Library.
C/F 9. New Oversuits update	ME	ME questioned whether the new suits are Digger quality. ACTION: DM to check with Andy to confirm if the suits are Digger quality.
C/F 10. Fire Wardens	JC	The cost of online training for 4 fire wardens is £49. ACTION: JC to select and arrange the training for 4 volunteers. ACTION: JC to keep an eye on the club calendar. If there is a group booking, a firewarden will need to carry out a fire check up to 48 hours before the visit.

New Agenda Items

Action	Who	NOTES
1. New Member Approvals	ME	Steven Bowden Stephen Hawkins Reuben Dicken Aaron Phillips Paul Quinton Proposal: New member applications are accepted. Passed Unanimously.
2. AGM- Knibbs Award and Digging Trophy	BC	Names put forward and accepted.
Work Weekend: Publicity plus food and drink	BC	This is on the AGM info sent to members Food/drink will be a one-off thank you to members who help out as a post Covid treat. Budget £10 a head. TH Raised the question of possible charitable status conflicts. The Committee decided that this was very unlikely, and that the food and drink should proceed.
3. Cottage Visit and Newbie Trips web forms. Logging in more than once	BC	TH said the issue of only being able to log in once has been fixed.
4. Progress with new Calendar/form for bed booking	BC	TH will address this. In the meantime, members are free to use the COVID booking system.
5. Review under 18's consent form.	BC	ACTION: DL to remove option 3 about DBS checking for persons accompanying Minors as MCG hold no records of DBS checks on members.
6. Considering and understanding our roles as charity/CIO trustees, prior to the AGM	JC	Considerable discussion which can be summed up: Under the new CIO Committee Members will also be Trustees. Being a Trustee does not subject a Committee Member to Charity Commission scrutiny on their committee role. It is their role in properly running the club from a procedural perspective that will be important - how we run meetings, elect officers and manage AGM's for example.

AOB

1. Google Groups – make it searchable. ACTION: BC to do this as a trial.
2. Set up a MCG Zoom Account. At the moment we are reliant on TH.
3. Septic Tank: JC confirmed this has been cleared
4. Gas Tank Safety Check. JC is concerned that there is no monitoring of the job done as the company that do the checking arrange their own time as they don't need cottage access. Jason would also like to know what the cost is and to see if we can get a better quote. ACTION: JC/TH to liaise to resolve these questions.