

Mendip Caving Group.

Management Meeting Minutes 10/2022

Apologies

Jackie Murch
Dave Cook

Links

Minutes of previous meetings <https://www.mendipcavinggroup.org.uk/committee-meeting-minutes/>
Draft August meeting minutes sent to trustees by email.

Management Trustees present

Bill Chadwick
David Lossi
Mark Edwards
Jason Kirby
Dan Matthews
Tom Harrison

Custodian Trustees present

Brian Snell
Tim Francis

Agenda:

1. Approve draft Committee Meeting Minutes 08/2022 sent by email to the trustees.
These were unanimously approved.

Carry Forwards (C/F) from the previous meeting:

Action	Who	NOTES
C/F 1. Fire Wardens	JK	ACTION Jason will arrange online training for David Lossi, Jackie Murch and Mark Edwards. The cost for all 3 will be £43
C/F 2. Progress with new Calendar/form for bed booking	BCh/TH	ONGOING
C/F 3. Front Door/lock issues	JK	ACTION: Jason to seek quotes for a “copy” barrel that will accept members existing keys. NOTE – Jason has already enquired and a copy barrel is not possible
C/F 4	JK/TH	ACTION: Draw up plans and costs for driveway remedial work. Tom Harrison to consider applying for EDF grant. NOTE an EDF grant is not applicable, but TH will look at the possibility of a Mendip grant.
C/F 5	BCh	ACTION: Remove trustee’s names from public part of web site COMPLETED
C/F 6	TH,JK,BC	ACTION: Arrange distribution of printed Occ Pub 7. COMPLETED Has everyone paid? - yes

C/F 7	BCh	ACTION: Publish Occ Pub 7 PDF on web site. COMPLETED
C/F 8	DL	ACTION: Make signs for SumUp machine
C/F 9	TH	ACTION: Investigate SumUp login problems. The Sum Up Machine now seems to be working OK
C/F 10	TH/BCp	ACTION: Transfer £15K into investments ONGOING
C/F 11	BCh	ACTION: produce an MCG News during October.

Membership Changes:

1. New Probationary Member approvals:
Matty Dredge. The Committee noted that he has already been getting engaged with club activities, including cottage maintenance.
2. New full Member approvals: None

New Agenda Items:

1. Progress report on the transfer of investments to the CIO. – This will need to be completed between Tom and Ben
2. Progress report on transfer of the cottage to the CIO – Steve Porter is organising this. The Committee noted appreciation of his work on behalf of the club.
3. We need to draw up a list of all the key safe and padlock combinations and the passcode for the SumUp iPad and provide a copy to all the trustees. –
COMPLETED: This was completed at the meeting by Tom, who has now given access to key passwords and log-ons to the committee.
4. Joan ask's that we procure a 3 step ladder with safety rail for use in the Library. Joan writes *"Looking on Amazon I think ours are Hyfive Aluminium Step Ladder 3-step, top platform height 56cm, with a safety bar (£47.99)."*

COMPLETED: DL has now ordered the steps mentioned by Joan from Amazon
5. Discuss Christmas dinner plans.
 - a) A per-head price of £20 was agreed.
 - b) The cost of any games (eg Secret Santa), or a welcome glass of mulled wine to be at the discretion of the Social Sec, but should come within the £20 per head.
 - c) With rising costs, it was agreed that any Social Sec should not be expected to carry the costs of the Christmas dinner until reimbursement from the club. It was therefore agreed that a pre-paid card, provided by the club, should be available for the Social Sec to use.
ACTION : TH to organise a pre-paid card.
6. We need a second, working, contact on the web-site cottage booking form, other than the secretary.
COMPLETED. Jason volunteered to be a second recipient. DL has added the Warden email to the booking form recipients.
7. Review income from guest bookings.
TH reported the income in 2021 was £600. So far in 2022 it is £1,500

AOB:**1. DM: Cave Fest**

Cave Fest will be on Mendip over the Easter weekend of 2023. The campsite will be in a field opposite the club. There is a great opportunity for new people to get introduced to the club. We have been offered to run the bar and keep all/part of the profits. Manning issues/licencing/organisation all need clarification before the committee can decide on involvement

ACTION: Dan to give the committee more detail at the next meeting

2. TH: Membership Subscriptions

The committee felt that the full impact of rising costs needs to be clarified over the coming months and with the data, put membership subscription on the 2023 AGM agenda

3. TH: Editor

It would be helpful to have a formal resignation by DC as Editor so that position can be advertised. Tom said he would be happy to take on the editor's role again if someone else could be found willing to take on the accountant role

ACTION: Bill to contact DC re resignation

4. TH: Awards

Should there be an award for Services To The Club. This could be a trophy, or just recognition at the AGM, and would be at the discretion of the committee. The committee approved this idea

5. JK: Training weekend

John Crawsley has kindly offered a weekend of free training for club members. Jason suggested that it should be open to members who have been on a few club trips and have therefore shown commitment.

ACTION: JK to advertise on fb and google groups

Remaining AGM 2021 Rolling Agenda Items:

66.5	CROW	Ed: Caves like UF, and in fact all caves with special access and conservation issues, may need a Section 26 Application. We need to be ready to act quickly: ACTION: Committee to liaise with Graham Price. Possible info from Dave Rose, BCA CROW co-ordinator. Report back to next AGM
9.6	Tim Francis	ACTION: Send the under 18s question back to the Committee for further consideration of implications
9.8	Proposed Ben Cooper 2nd Tim Francis	PROPOSAL: The Committee set up a working party to work out a constitution change that would allow under 18's to join the CIO, and to present all necessary and clear information to an EGM 16 – for 1 – against 2- abstentions Motion Passed ACTION: As Above