

Mendip Caving Group.

Management Meeting Minutes 08/2022

Notes

The July meeting was not quorate; therefore no decisions could be made.

Attendees were:

Bill Chadwick

David Lossl

Brian Snell

Ben Cooper

Jason Kirby

However, the agenda was reviewed, and many items could be reported as completed and will not need discussion at the August meeting. They are highlighted in **green**.

Additional discussion points covered at the meeting:

1. Jason's crack. Jason had noticed a crack in the building outer wall. Brian snell pointed out that the crack had been there for many years and should not be of concern.
2. Tims' occasional publication No 25 will be available soon
3. Steve Porter has appointed an independent solicitor for remaining work on the new charitable trust.

Links

Minutes of previous meetings <https://www.mendipcavinggroup.org.uk/committee-meeting-minutes/>

Present

Management Trustees

Bill Chadwick

David Lossl

Mark Edwards

Jason Kirby

Dan Matthews

Dave Cook

Tom Harrison

Custodian Trustees

Brian Snell

Tim Francis

Apologies

Jackie Murch

Ben Cooper

Jonathan Roberts

Agenda

1. Approve draft Committee Meeting Minutes 05/2022 they can be found here

<https://www.mendipcavinggroup.org.uk/app/download/11683048/03+2022+Committee++Minutes+%282%29.pdf>

The minutes were approved:

For – 8

Against – 0

Abstentions – 0

Motion carried

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. ONGOING
C/F 2. Progress with new Calendar/form for bed booking	BC	Ongoing
C/F 4. Smart Meter. There will be no smart meter	TH	COMPLETED
C/F 5. Day visitor fee	JK	To be monitored as covid restrictions ease and bed bookings hopefully increase. Also, we need to see what happens to renewal numbers. ACTION DL to review the donation boxes are in the right place, and will renew the signage ALL COMPLETED
C/F 6. Review New Member's guide	TH	Mendip Caving Group - New Members Guide COMPLETED The Meeting passed on their thanks to Tom
C/F 7. Energy – Porch light does it need to be on all night every day? boost buttons still needed? Vehicle power charges confirm 30p per unit. Some discussion about the possibility of any insurance requirements re lighting – inconclusive. Make the members aware of the need to conserve energy.		Are instructions for vehicle charge payment displayed? The charge will be 30p per unit. ACTION Bill to add this to the CIO Rules Members are advised to take before and after pics of the meter in case others have used the power supply with incorrect readings. Payment can be made by Sum Up or BACS ACTION DL to create appropriate signage. ALL COMPLETED NEW ACTION The committee to consider revised unit charges for the EV points as energy costs are increasing
C/F 8. Gwent members	DC	invite to one of our club weekends. The meeting approved the idea ACTION DC to expedite COMPLETED

C/F 9.Front Door/lock issues	JK	<p>ACTION: Jason to seek quotes for a new front door, ideally with a maglock that can be operated with the electronic fob making a key unnecessary.</p> <p>ACTION: Jason to activate the remote door activation system that is available on the system we have. It was decided that this would be an unnecessary complication, so this action is withdrawn COMPLETED</p> <p>There was a lot of discussion about the pros and cons of a maglock system, especially the cost</p> <p>The conclusion of the discussion was that a new wooden front door with a new barrel lock and keys would be the simplest and cheapest option. 200 keys would be needed, and the new keys would need to be posted to members before the new barrel was fitted.</p>
C/F 10. Donation to Wells Museum	DL	<p>ACTION The meeting decided that the DL should photocopy the documents, and that the originals should be donated to the Curator of Wells and Mendip Museum.</p> <p>COMPLETED</p>

Membership changes

1. New Probationary Member approvals:

None

2. New full Member approvals:

David Vidal was unanimously approved by the committee as a full member.

New Agenda Items

1. Tom Harrison asks that we review progress on transfer of the investments to the CIO.

Drip feeding money into investments may be logistically problematic

ACTION Tom to discuss with Ben Cooper and report back

Proposal

£15,000 is transferred from current accounts to investment accounts.

For – 8

Against – 0

Abstentions – 0

Motion carried

2. Progress report on transfer of the cottage to the CIO – S Porter may still have missing ID data – Unresolved, so C/F to next meeting

3. Confirm that the committee resolved by email that the Guest overnight fee be raised to £7.50.

ACTION DL - Sign by SUM UP machine about overnight fees.

ACTION TH Issues with Sum Up log in. TH to investigate.

3. Progress on distribution of Occasional Publication No 7, set a date for publication of the PDF version on our website.

Tom has this in hand.

ACTION Jason has distributed copies to neighbours

5. Consider proposals and costs for remedial work on our driveway, Jason to provide an estimate of costs.

Tom- EDF grants available **ACTION** Tom to investigate how to apply

6. Committee names on web-site. Confirm it is OK to have first names only on the public Contact Us page and Name + Surname in the password protected member's area.

Members agree that first names and surnames can appear in the member's area of the website as it is password protected.

ACTION – Remove first names from the Contact Us page on the website.

7, With Dave Cook not available, Bill volunteered to produce an edition of MCG News during October.

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