

Mendip Caving Group.

Management Meeting Agenda September 2023

Meeting held 8PM Mon 18th September.

Trustees:

Bill Chadwick

Jackie Murch

Jason Kirby

Dan Matthews

Tom Harrison – not present, apologies received

Mark Edwards – not present, apologies received

Ben Cooper

Brian Snell

Jonathan Roberts – not present, apologies received

Tim Francis

Matty Dredge

Member(s):

Linda Milne (helping with 70th anniversary arrangements)

Agenda:

1. Approve draft Management Meeting Minutes 07-2023 on the website
https://www.mendipcavinggroup.org.uk/app/download/12091247/MCG_July_2023_ManagementMeetingMinutes.pdf - unanimous vote to approve with one minor correction.

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

Action	Who	NOTES
C/F 1. Fire Wardens	JK	ACTION: Jason will arrange online training for, Jackie Murch and Mark Edwards. The cost will be £43 each ONGOING
C/F 2. Front Door/lock issues	JK	JK Reports the access system is good for at least a 3day power cut. There's also a key at the side of the building in a key safe. The unpowered state is locked. RESOLVED
C/F 3 Driveway	JK/TH	ACTION: Mostly done, some waste left to remove/recycle. Approval to spend £300 on fresh gravel. ONGOING
C/F 4 Investment transfer	TH/BCp	ACTION: Transfer £15K into investments. One lot of £3K done. further 3K invested with Rathbone. ONGOING
C/F 5 Library PC Update	BS/BCh	ACTION: BS to return to cottage. ONGOING
C/F 6 Cottage transfer progress report	BCh	ACTION: S Porter chased the solicitor on 1 st July, S Porter chased 30 th August. Optimistic on 15 Sept, ONGOING
C/F 7 Investment transfer progress report	BCp	ACTION: ONGOING one transfer left to do out of six
C/F 8 Treasurer to work with S Porter re Gift Aid	TH/BCh	ACTION: ONGOING
C/F 9 Complete updates to Cottage Usage Guideline Doc	TH/BCh	ACTION: BCh has passed his comments to TH ONGOING
C/F 10 Answerphone	?	ACTION: Answer phone switched off, RESOLVED

New Actions from this meeting:

Action	Who	NOTES
1. Full cottage bookings.		ACTION: Full cottage bookings to be discussed at AGM. Possibly only accept full cottage booking with youths requiring safeguarding. Consider updating CIO rules.
2. Trustees to pick from 70th dinner menu choices to reduce to 3 each for starter, main and desert to include one vegan for each.		ACTION: All trustees.
3. Assemble a team to produce a club history display for the 70th.		ACTION: All. Consider asking J Goddard, M Moxon for help
4. Assemble a team to run some activities for the 70th.		ACTION: All. Suggestions include: A cave entrance quiz (as R Carey has done in the past), A daytime cave / dig walk, Dig visit(s).
5. Discuss 70th Anniversary dinner at a separate meeting.		ACTION: BC to convene another meeting to discuss plans on Tuesday 26 September.
6. 70 th After dinner speaker.		ACTION: Dan to make contact with Martyn Farr.
7. 70 th Apparel.		ACTION: BC to buy a stock order of 70 th logo (like the 60 th logo) embroidered T shirts up to £250; black and navy then others by individual orders. SML. Bill to get samples for sizes if possible. BC to provide web site form for folk to order other garments.
8. MCG Update re 70th		ACTION: Dan to issue a bulletin by mid-October.
9. SWCC Reciprocal Rights		ACTION: BC to offer reciprocal rights to SWCC for another 5 years.

Membership Changes:

1. New Probationary Member approvals:

Confirm Kerry Rutter and Jamie Saunderson appointed by email resolution. Both proposed by Mark Edwards and Wilf Harrison. Both approved by unanimous vote.

2. New Full Member approvals:

None

3. New Affiliate Member Approval:

None

Minutes - J Murch and Bill Chadwick October 2023