

# Mendip Caving Group.

## Management Meeting Minutes January 2024

Meeting held on 15<sup>th</sup> January 2024.

### **Trustees Present:**

Bill Chadwick  
Dan Matthews  
Tom Harrison  
Mark Edwards  
Brian Snell  
Tim Francis  
Matty Dredge

### **Trustees Absent:**

Jackie Murch  
Jonathan Roberts  
Ben Cooper  
Jason Kirby

### **Guest:**

Linda Milne (70<sup>th</sup> dinner)

### **Agenda:**

1. The draft Management Meeting Minutes 11-2023 on the website  
[https://www.mendipcavinggroup.org.uk/app/download/12091247/MCG\\_Nov\\_23\\_management\\_mtg\\_minutes.pdf](https://www.mendipcavinggroup.org.uk/app/download/12091247/MCG_Nov_23_management_mtg_minutes.pdf) were approved by all present subject to the removal of the D.o.B. of the new probationary member.
2. **Membership changes**
  1. The following new Probationary Member were approved by unanimous vote of the trustees present:  
  
Barnaby Hyde, Michael Ambrose. Proposed by Mark Edwards, seconded by Ed Ford
  2. The transfer to Full Member of Greg Hawkins was approved by a unanimous vote of the trustees present.
  3. The transfer of Richard Carey from Full to Affiliate member was approved after some discussion. The discussion on this matter produced an action on the trustees to propose a change to the constitution regarding Affiliate membership for discussion at the 2024 AGM (there is some difficulty with the existing phrase 'unable to take part') **ACTION**: trustees. *Post meeting note Doug Harris would also like to transfer to Affiliate and has a good reason to.*
3. **Carry Forwards (C/F) from the previous meeting**

Action	Who	NOTES
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C/F 1 Fire Wardens	JK	<b>ACTION:</b> JK will arrange online training for, Jackie Murch and Mark Edwards. The cost will be £43 each ONGOING
C/F 2 Investment transfer	TH/BCp	<b>ACTION:</b> BCp & TH to transfer £12K into four further investment funds, including Rathbones when ready. ONGOING
C/F 3 Cottage transfer progress report	BCh	<b>ACTION:</b> S Porter chased 20 <sup>th</sup> Nov. Still ONGOING <i>Post meeting note – the transfer is due to happen on the 1<sup>st</sup> Feb.</i>
C/F 4 Investment transfer progress report	BCp	<b>ACTION:</b> DM. Transfers all done but Rathbones still require some trustee information, in particular a new address for Dan Matthews.
C/F 5 Treasurer to work with S Porter re Gift Aid	TH/BCh	<b>ACTION:</b> TH & SP - ONGOING
C/F 6 Complete updates to Cottage Usage Guideline Doc	TH/BCh	<b>ACTION:</b> BCh & TH. BCh has passed his comments to TH. TH to print for cottage and update web-site ONGOING
C/F 7 Full cottage bookings.		<b>ACTION:</b> BCh. Take proposed rule changes to AGM for discussion and vote. ONGOING for AGM.
C/F 8 Assemble a team to produce a club history display for the 70 <sup>th</sup> dinner.		<b>ACTION:</b> All - BCp & TF. BCh has checked condition of display stands in the loft – they look good. Access to the venue should be possible from 3PM. The display stands need fixings (Velcro, pins, etc) TF offered to supply the these. We will look for the most recent Hidden Earth material and hope to include material about Sandford, UF, Stainsby's. BCp to provide a new A3 size print of the UF survey and perhaps a version of the survey composed with an aerial photo. ONGOING
C/F 9 Assemble a team to run some daytime activities for the 70 <sup>th</sup> and produce a 70th occasional publication.		<b>ACTION:</b> All – BCh and TH. Suggestions include: A cave entrance quiz (B Ch will ask for the one R Carey has done in the past), A daytime cave / dig walk, Dig visit(s). MM has offered a Land of Hope and Glory trip for the Sat AM. Wild Wookey experience TH to ask C Binding. TH is producing a Journal for the 70 <sup>th</sup> . BCh to provide some words on the old Swildons Survey to TH. ONGOING
C/F 10 70 <sup>th</sup> Dinner		<b>ACTION:</b> BCh, LM & DM. BCh has written to offer Mary Cox a free place (Joan Goddard will take menu choices and arrange transport for Mary). BCh has added a simple reservation form to the web site and a link to the guest list. TH to put QR code link to booking form up in cottage. BCh has invited three other club guests –Wessex, Shepton and BEC (one from each free of charge).  Menu choice deadline is 4 weeks prior to the dinner.  LM will double check: 1) The provision of projector + screen or large display 2) Availability of Audio PA 3) If there is an upper limit on guest numbers – we will be at least 90, maybe 100 or so.  DM to check with guest speaker Martyn Farr what his audio-visual needs will be. DM could provide PA if needed.  B Ch to ask for dinner payments at the start of February. At that time guest will be urged to check for unexpected absences to the guest list.
C/F 11 70 <sup>th</sup> Raffle		<b>ACTION:</b> BCh. BCh to Approach some local business for sponsored raffle prizes – suggestions included Butcombe, Cheddar Ales, Thatchers, Wild Wookey, show cave ticket, hotel night, Tony Seddon, Ski Centre...

		ONGOING <i>Post Meeting note, so far, gifts received from Thatchers Cider, Wookey Hole Caves and Castle Of Comfort</i>
C/F 12 70 <sup>th</sup> Clothing.		<b>ACTION:</b> BCh & TH. to place an order for just a few items ordered by members at the end of Jan, unlikely to be any volume discount. No printed catalogue available. TH offered to put up a QR code link to the catalogue in the cottage and some links on Facebook. BCh to include a reminder about this with 2024 membership renewal and with the dinner payment requests. Orders could be picked up at the 70 <sup>th</sup> dinner. ONGOING
C/F 13 Roof woodwork		<b>ACTION:</b> JK & BS. Some rotten woodwork needs to be replaced. JK assisted by BS to do it. ONGOING
C/F 14 Obtain quotes for replacing cottage rendering		<b>ACTION:</b> JK. The rendering of the cottage is beginning to fail. JK to obtain quotes for modern material replacement, perhaps including insulation. ONGOING
C/F 15 Web Site Refresh		<b>ACTION:</b> TH is working up an updated web site. TH to show others (BCh, DM, BS) how to update it ONGOING
C/F 16 Tackle Store		<b>ACTION:</b> DM & MD, B Ch. Rope cutter and letter/number punch set have been obtained. DM and MD to discuss use of electronic Gear Log. DM to look at camera WiFi with a view to reinstating – needs signage. Mike Moxon to be reminded, by B Ch, to ask properly for digging stuff.

#### 4. New Agenda Items:

1. Seventy-eight 70<sup>th</sup> Dinner places booked as of 8/1/24 (inc. 2 x Francis and Mike Moxon). On top of this are the guest speaker + partner and other club guests. We could be heading for 90 or more. Can Linda M please check the venue capacity. There is demand for transport to/from the cottage do we know a provider to approach? **ACTION:** B Ch to find one. There are a large number of veteran members booked in which may have a bearing on what display material etc. we produce.
2. Broken SumUp machine. We unanimously voted to purchase a replacement SumUp machine at a cost of up to £50.
3. AOB.
  - (a) Linda said that 70<sup>th</sup> dinner table decorations/arrangements are being worked on. It was suggested that we use 'wacky' (cave, geological, Mendip related...) table names. **ACTION:** LM to propose budget for table decorations to trustees. **ACTION:** LM to make a Seating Plan nearer the time of the dinner. **ACTION:** BCh to ask for seating preferences (a few 'with' and 'not with' names) when asking for dinner payment.
  - (b) BS discussed an obituary for Wayne Hiscox. **ACTION:** BS to get M Rowe to pass an obituary to DM for next Bulletin, which should be ready w/c 22<sup>nd</sup> Jan.
  - (c) **ACTION:** BCh to provide DM with 70<sup>th</sup> Dinner Update for next Bulletin
  - (d) TH asked if we charge new members kit hire fee just once or than once? Just once is the answer. **ACTION:** TH. M Ambrose to be refunded excess payments.
  - (e) **ACTION:** BCh. Late 2024 subscription payment reminders to be sent 16<sup>th</sup> Jan. Reminders to ask for reason for leaving.

- (f) **ACTION:** BCh. with the dinner payment request, and at the dinner, we will ask non-members if they want to join/rejoin as an Affiliate (£15 for MCG, £6 for BCA).
- (g) Facebook Group membership. FB Group is for paid up and prospective members only. **ACTION:** ME to remove folk from FB he is sure are no longer associated with MCG.

*Bill Chadwick January 21st 2024*