

Mendip Caving Group.

Management Meeting Minutes February 2025

Meeting held on the 11th Feb.

Trustees Present:

Bill Chadwick
Jason Kirby
Kay Matthews
Tom Harrison
Dan Matthews
Brian Snell
Jonathan Roberts

Trustees Absent:

Tim Francis
Ben Cooper
Mark Edwards

Delegates:

Mike Moxon (library)
Joan Goddard (library)
Ed Ford (tackle)

Agenda:

1. We voted unanimously to approve the draft Management Meeting Minutes Nov-2024 on the website https://www.mendipcavinggroup.org.uk/app/download/12091247/MCG_Nov_24_management_mtg_minutes.pdf

2. Membership changes

1. We voted unanimously to approve the new probationary members below:

Sam Phillips	paid	proposed Mark Edwards, seconded Robin Harris
Rebekah Reeves	paid	proposed Matty Dredge, seconded Mark Edwards
Cye Hayes	paid	(no forms yet) proposed by Tom Harrison, seconded Jason Kirby

2. We voted unanimously to approve the U18 member below:

Tyler Wiltshire	paid	proposed Mark Edwards, seconded Wilf Harrison
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3. We voted unanimously to approve Mike Mormond's transfer to full membership.

4. We voted unanimously to admit the following members and past-members as Affiliate Members:

Geoff Beale	(transfer)
Don Vosper	(yet to pay)
Gregory Smith	(yet to pay)

We observed that our process for re-admitting past members as Affiliates is not yet complete. The online form lacks payment details. B Ch to contact DV and GS asking them to pay for 2025 and offering them cottage access.

5. Unpaid for 2025:

Helen Ingold, Tom Cassidy, Anne Davies, Steven Dowden, Phil Eliot, Stephen Hawkins, Michael Pittman, Jethro Reading, Marc Richards, Matthew Roberts, and Arthur Scot.

B Ch to chase Phil Eliot and Matthew Roberts, **JK** to chase Stephen Hawkin. **B Ch** to ask Bryan Pittman about Michael Pittman. The others are deemed to have let their membership lapse and **TH** will update the membership database accordingly.

3. Carry Forwards (C/F) from the previous meeting

Action	Who	NOTES
C/F 1 Fire Wardens	JK	ACTION: All the online training is completed. JK to organise a meeting re Fire Safety processes and extinguisher use at the cottage. BCh to email details of guest bookings to M Moxon, E Ford and M Edwards so that checks can be made prior to a guest group's stay. BCh to ask guest groups to complete the bed log sheet for every person staying – it is used as a fire roll call. JK to reposition the fire event grab bag. ONGOING
C/F 2 Investment transfer	TH & BCp	ACTION: BCp & TH to transfer £12K into four further investment funds, including Rathbones when ready. ONGOING: TH and BCp will try to get this done soon.
C/F 3 Land Registry transfer of cottage title to the CIO.	BCh & SP	COMPLETE + ONGOING, Steve Porter believes there are unnecessary restriction(s) in the registration of the cottage to the CIO that should be removed and has now submitted a request to the land registry to remove them.
C/F 4 Treasurer to work with S Porter re Gift Aid	TH & SP	ACTION: ONGOING
C/F 5 Full cottage bookings.	TF & BCh	ACTION: ONGOING. BCh and TF have proposed changes to the constitution and rules for review at this meeting. The changes to the constitution were deemed suitable for submission to the 2025 AGM. Much discussion was had about the proposed rules. B Ch to have another go at them and send to KM and TF for comment.
C/F 6 Roof woodwork	JK & BS	Some work completed (under budget) – thanks Brian and Jason. ACTION: There is a bit more work still to do.
C/F 7 Obtain quotes for replacing cottage rendering	JK	ACTION: The rendering of the cottage is beginning to fail. JK to obtain quotes for modern material replacement, perhaps including insulation. ONGOING, not urgent yet though it might be worth considering a short-term repair to the worst cracks.
C/F 8 Web Site Refresh	TH	ACTION: TH is working up an updated web site. TH to show others (BCh, KM, BS) how to update it ONGOING
C/F 9 Closure of Old Charity	TH	ACTION: TH to confirm that all bank accounts have been transferred to the CIO, or new ones, registered to the CIO, have been opened in their place. This is the only check left to make before the old charity can be closed. TH stated that HSBC were now indicating that the existing current account cannot be rebound to the new charity. TH to progress creation and use of new NatWest account.

C/F 10 Land Purchase Enquiry	All	ACTION: Ongoing with several trustees. We need to find an opportunity to hold a discussion with the owner.
C/F 11 Alarms and Fire Extinguishers	JK	ACTION: JK suggest that we keep with the current providers now that proper communication channels are established. JK will also ask the provider to help support our compliance prior to any inspection.

4. New Agenda Items:

- 1) We discussed 2025 membership renewals - see above about lapsed members.
- 2) We discussed our 2025 AGM dinner plans. DM has made a provisional booking at the Mendip Inn for 20-40 diners. DM to obtain Menu and cost details, likely £20-40 for two courses, for B Ch to circulate to members. B Ch to contact Blenheim Scouts about mini-bus hire. A speaker has yet to be confirmed, suggestions included someone to talk about Templetons or Mike Perryman to talk about his caving videos etc.
- 3) We discussed printing of the latest MCG News. TH to pass printer and print quantity details to KM, along with details for exchange and neighbour gifted copies. KM to attend to ordering the printed copies and mailing the exchange copies.
- 4) We review proposed constitution and rules changes re exclusive use cottage bookings. These are required for consideration at the 2025 AGM on Sat 5th April. The constitution changes were acceptable to the trustees present but they deemed the rules over complicated and unclear. B Ch to have another go and send to TF, BS and KM for comment. JR left the meeting after this agenda item.
- 5) For the record, donated caving gear from non MCG member raised £173 in December, half to be passed to Mendip Cave Rescue – has that been done TH? Also £185 from Jeremy Gilson's gear so far, half to be given to Jeremy, some of his items have been passed into the MCG tackle store at no cost to MCG.
- 6) Ed Ford our delegate Tackle Master, reports that all the ropes have been re-measured, re-labelled and logged.
- 7) Mike Moxon and Joan Goddard our delegates for management of the library report that they would like to spend £50 on a new Charterhouse Mining book – we approved that purchase. Also there was some discussion about a claimed £30 owing to MCRA for 70th dinner raffle prize books. It is believed that JK paid MCG for these but that MM has not produced an invoice enabling TH to pay MCRA.
- 8) Any Other Business.
 - a) BS reiterates that we need to consider the issue of delegation of trustee roles. We may need to consider limiting the number of delegated roles in the constitution. We need to provide detailed trustee liability information to the trustees and their delegates. B Ch to clarify any indemnity information with BCA and the limits of our liabilities with the charity commission.