

MCG Committee meeting minutes June 2019

Present: Bill Chadwick, Doug Harris, Dave Lossi, Dan Mathews and Nicky Pearce.

Matter arising:

1. Heating. The heating has been on and making folk too hot this weekend. Someone may have pushed the boost. If they do, there does not seem to be a way of turning the heating off. We have turned the thermostatic valves in the lounge down. **ACTION** Doug to ask Russ if we can turn the heating off between say May and September. We have recently had a gas bill of £1300.
2. The white plastic lining in the drying room is buckling up. More white nail fixings will probably tame it. Keith may do some nailing today. Folk have asked for some racking in the drying room for kneepads etc. Doug suggested using some perforated trunking material that we have to hand. **ACTION** Doug to see what can be done.
3. We have a fire assessment completed which requires several remedial actions to be undertaken. It is important for us to be seen to be taking action on the issues identified in the report. Keith is making some evacuation plans for the bedrooms and library – we will affix these soon. Doug has plans for updating or replacing the bedroom doors to be fire resistant and adding closers.
4. We need to clear and sign the battery charging shelf in the back lobby and inform cottage users that this is the only area that should be used for charging caving lamp batteries. We should fit the shelf with a fire proof surface – perhaps just loose fit ceramic tiles. We should hang the UF trip log folder at a safe distance from the shelf. We do not believe that we can stop folk charging their phones all over the cottage so will not remove any 13A sockets. We should though remove any labels that say ‘for charging only’. **ACTION** Doug to clear the charging area, someone (Dave L?) to make a sign for it, Bill to notify members about using the charging area in an MCG update, Doug to remove any ‘Charging Only’ signs. If the back lobby becomes a new changing room then we will need a new lamp charging facility elsewhere.
5. From the fire risk assessment, it seems we do need to do PAT testing for electrical appliances belonging to MCG. **ACTION** Doug to check with Steve Church how to achieve that.
6. We have an issue with fire safety approval of our soft furniture and mattresses. We can probably comply with the intent of the Fire Risk Assessment by initiating a rolling policy for mattress replacement. Eventually, we need all soft furnishings to have fire risk labels. Bill asked if we can prove that the existing mattresses are fire safe, could we retrospectively label them?
7. The charities commission have declined to comment on a draft of our new constitution – we have to pass an AGM/EGM motion to adopt it first. We had some debate about the merits of holding a separate EGM – November and December were considered. The majority of the committee members present suggested we leave it for an extended AGM next year. **ACTION** Bill to circulate the draft to constitution to members and canvas opinion about holding an EGM or extended AGM.

8. The Committee meeting minutes need to be properly archived and made available to members on the web site. **ACTION** Bill to pass the minutes to Dave for inclusion on the members area of the website – AGM minutes too.
9. **ACTION** Bill to send out the new web site member's area password of 'charnel' in the next MCG Update and Dave to simultaneously update it on the web site. Members will be reminded not to share this password.
10. Bill is still processing data from the last MCG update request for GDPR consent / GDPR notice acknowledgement / data check. A 'confirmed on' date column will be added to the membership spreadsheet. At 2020 renewal time we will be clearer about the issue of GDPR consent – we don't need consent to hold membership data but do need folk to confirm they understand what we might do with their data.
11. One volunteer, Tanya Sparey, has offered to help with Newsletter redaction. **ACTION** ongoing with Bill to get the redacted (phone numbers and addresses removed) Newsletter archive ready for the public side of our web site.
12. We have an unwanted galvanised farm gate taking up space and looking ugly in the garden. We should either sell it or hide it away out of site. Doug offered to sell it to a client with proceeds going to the MCG. **ACTION** Doug to sell the gate for a fair price.
13. **ACTION** Dave L to make a list of the out of date documents on the web site with a view to deletions and updates.
14. DL has written down the role of the web site manager. The credentials for accessing the web hosting have been copied and placed in the Fire Safe. **ACTION** Bill to check that at least one other committee member can update the web site.
15. Nicky reports that we have had complaints about poor anchoring of bunks in the Foreman's lounge. **ACTION** Doug to investigate.
16. Dan asked for funds to purchase 300m of new SRT rope as some is going out of date. **ACTION** Dan to get a quote and circulate to committee for approval.
17. Dan suggested that the tackle store should have slings. The committee proposed that we should make some slings from new (unusually coloured) climbing rope and mark them in the same way as our ropes. **ACTION** Dan to procure (large cost not expected) rope and make and label some slings of varying lengths.
18. Dan asked if we might erect a permanent scaffold tower on site for SRT training. The committee expected that this would not be appropriate with our site being in an AONB. Doug offered the use of his scaffold tower for an SRT rescue practice at the July member's weekend. We could check with Hayley (a planning officer) if a permanent tower would be an AONB issue.

19. Joan has reported some overdue books and possible missing maps. **ACTION** Miranda to check. Mike Moxon may have some information.
20. Nicky had offered to write/update our protection policy as she has some experience in the matter. **ACTION** Nicky ongoing.
21. **From the May meeting ACTION** BC to liaise with the Doug about a date for changing the key-safe number. The key-safe is the normal way for guest groups to get access to the cottage.
22. **From the May meeting. ACTION** Miranda to introduce a 'this year' folder in the library for holding newsletters from other organisations so that they may more easily be found and read by members. To be filed, per organisation, when documents are a year old.

Bill Chadwick MCG Secretary – 15th June 2019