

POOLE MEN'S SHED

Minutes of the Trustees and Committee meeting held

One line with Zoom
on Monday 20th July 2020 10am

Members

Alan Hawkins; Clive Hughes- ; Eric Tripp, Rob Kingman – ; Chris Holton, Peter Dryden ,- PD,

1. Apologies:- Ian, Dave, Ross, Ernie.

It was agreed that Eric Chair the meeting

2. Minutes of meeting held on 26 February 2020 as circulated.

No matters arising and agreed as read.

3. Chairman's Report - absent.

4. Treasurer's Report –

From my last bank statement, I can tell you that we have a **gross** balance of £18,002.37, in our account. The cash in hand figure is not available at present.

We still have outstanding work to be carried out on the new building with £3800 still being held in reserve for this work, also I have not yet placed the agreed £5000 into a separate account. Which leaves us with a working capital of £9202.37

This high balance is partly due to a donation from the governments discretionary grant scheme from B, C, P, Council of £5000. which has come as a result of Alan's perseverance at a most appropriate time. The amount received was much more than expected in fact at one stage it was felt that we were wasting our time in applying. So it's a very well done to Alan again.

I am still in lockdown and so have not yet invested the agreed £5000 into a contingency account. This concludes my report. Clive Hughes

5. Secretary's Report – That a provisional date for holding postponed AGM.

Agree 30 September

Under current ruling from the Charities Commission the latest date for our AGM to be held is 30 September.

"AGMs for companies or CIOs: any that had to be held between 26 March 2020 and 30 September 2020 can be delayed until 30 September 2020 at the latest".

See full information - <https://www.gov.uk/guidance/coronavirus-covid-19-guidance-for-the-charity-sector#agms-and-other-meetings-postponing-or-cancelling-meetings>

6. Membership Report – Current membership 42 with renewals and new membership agreed.

Alan - reported death of past member Keith Olding in March (not virus related.).

Member Charles Kitching is not well.

7. Building project - deferred.

8. Workshop - Team are working Wednesdays. Numbers restricted so check space is available.

Responsible Persons – Dave Britton; Rob Kingman; Alan Hawkins.

9. Health & Safety – Risk Assessment COVID-19 circulated

i. Limelights / Workshop -see attached with amendments marked.

Peter - raised need for visitors contact details on signing

Alan – Form to be amended.

The Risk Assessment is aimed at Visitors and Guests. When we get back Wednesday meetings members should sign a once off declaration and we then continue with our normal signing in procedure –. ‘Barbican Door’ system

Responsible Persons (RP) to be appointed to man the door.

10. Social & Events – Ross not able to join Zoom meeting. Report circulated beforehand.

1. Restart Lunch club , second Tuesday. 11th August , Ross to start it off. Agreed

2. Investigating Xmas Dinner event, something to aim for.

Provisional booking of the private room with The Bridge House no booking fee at this time.)

Agreed Ross to investigate

3. Long service / Membership awards , perhaps 5year pin badge.

Follow up design and numbers etc.

4. Source for what appears to be a cheap printer for Tee shirts etc. Do we need more clothing,

Follow up -Check existing suppliers prices and members orders for clothing.

11. Publicity – deferred

12. Projects –

i. MUGA panels

Team to carry out work. Meet with Jude to discuss further work to tidy area.

ii. Poole Town Football club,

We have an enquiry from Jude Martin BCP

The club need some help them prepare to re-open.

Such as making backing boards for the hand sanitisers to slot into place, painting, putting up new signs, general maintenance and various other things .

Alan will contact Jude to arrange meeting.

iii. Poole and East Dorset Art Society – Ian will oversee –

PMS have been asked to help with some work - details circulated. –

Brian Stapley will make cut-outs of bird silhouettes to be provided by Birds of Poole Harbour.

13 Any other business.

Suggestion raised of having use of Public Address system for AGM and general use at meetings where social distancing.

Check with Alison if Limelights have system

Zoom – recoding of meeting taken -

finished 10.35.

AGREEDSIGNED.....DATE.....