



MINUTES OF COMMITTEE MEETING

Date: 08/05/19

Time: 13:00

Location: 4A Pilkington Library

Attendees: (CH) Callum Hatzel – Chair
(KG) Katie Greene – Secretary
(SW) Stephen Westcott – Treasurer
(TJ) Tom Jobbins – Trip Secretary
(BG) Ben Gunn – Social Secretary
(TC) Tom Collis – Publicity Secretary
(OG) Oliver Grant – Kit Secretary
(BAG) Ben Garratley – Webmaster

Apologies: (LD) Lily Draper
(AG) Anthony Gillard – Trip Secretary

Absent: None

N.B: Actions to be taken by committee members appear in **bold type**.

1) Minutes and Actions

- ✓ The last minutes of the meeting dated 30/04/2019 were agreed as a true and accurate record of the meeting.
- ✓ All actions recorded in the minutes from that meeting were completed by the stated deadline save for those listed below:
 - SW to decline extortionate petrol claim from the Yorkshire Dales trip
 - The union hasn't responded to the request for queue jump haven't responded but this is not essential
 - Village Bar has been cancelled and Orange Tree confirmed
 - TC reviewed his initial ideas for committee hoodies – rest of committee like them very much
 - **TC to obtain ball park price for committee hoodies**

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- **CH to pay for Pembrokeshire**
- BAG is terrible and hasn't done any of his actions
- **BAG to change driver booking system over summer to include an option to book drivers specifically**
- **BG to return the charity boxes**
- **BG to claim ignorance regarding social risk assessments and start from scratch by meeting with the union find out how these should be done**
- **TJ still needs to contact LD on whether she will be making her own way to Wenlock Edge trip**



2) Previous Trips

Pembrokeshire 03/05/19 – 06/05/19

- Capture the flag in the dark was excellent and should definitely be done again
- All fine in terms of food and transport – many fish and chips were consumed
- Minds were lost bonking rocks together but “it was fun” and fossils were found

3) Upcoming Trips

Wenlock Edge – 19/05/19

- Map has been received by TJ and the route will be made this weekend

4) Socials

Punch Party - 10/05/19

- The playlist from previous punch parties has been shared with CH to use.

Adventure Golf – 12/05/19

- BG to chase those people who have said “maybe” attending on the event to ensure there will be enough drivers

41th Birthday Party – 22/06/19

- BBQ food will be £4 per burger (+£4 for a cocktail)
- BG will call to dot the i’s and cross the t’s
- **BG to make sure there’s only one event on Facebook for this**
- **BG to contact the mailing list with a link to ask people to click attending. KG will contact people she knows with this link**

5) Publicity

- **TC to continue to talk to members that show an increasing interest in the club and whether they would want to be publicity secretary**
- The committee have elected not to approach the Student Beehive again for sponsorship due to the difficulty of receiving the money from last year.



- Freshers t shirts will have the same design just a different background colour. (TBD at a future time – potentially blue. Committee voted for turquoise but **TC needs to check if ASAP do this colour**)

6) Treasurer

- The club has enough money to buy a Mazda Bongo
- Only two people left to pay for Wenlock Edge Trip and one left to pay for Pembrokeshire but otherwise the club is even
- Current balance: £2423.86

7) Webmaster

- Continue all previous actions not completed from last week.

8) Kit

- Kit is floating around since Scotland and Pembrokeshire so **OG needs to gather it up.**
- Over summer, once all kit has been returned OG will make an inventory.
- TJ will go through whatever means necessary to reclaim the rope for the club.

9) A.O.B

- BAG volunteered to be responsible for collating everyone's photos from the trips to add to an album on Facebook.
- Nothing has been shared regarding the committee handover meeting by the union, missed by the club due to the Pembrokeshire trip.

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10) Actions

Name	Action	Completion Deadline	Done
TC	Obtain ball park price for committee hoodies	14/05/19	
CH	Pay for Pembrokeshire	ASAP	
BAG	Change driver booking system over summer to include an option to book drivers specifically	ASAP	
BG	Return the charity boxes	14/05/19	
BG	Meet with the union find out how risk assessments for socials should be done	14/05/19	
TJ	Contact LD on whether she will be making her own way to Wenlock Edge trip	14/05/19	
BG	Make sure there's only one event on Facebook for 41th birthday party	14/05/19	
BG and KG	BG to contact the mailing list with a link to ask people to click attending the 41th birthday. KG will contact people she knows via Facebook with this link to ask the same.	14/05/19	
TC	Continue to talk to members that show an increasing interest in the club and whether they would want to be publicity secretary	ASAP	
TC	Check if ASAP do a turquoise colour for freshers t shirts	14/05/19	
OG	Gather kit up	ASAP	
SW	Bring snacks to the next meeting	14/05/19	
KG	Book room for next meeting	14/05/19	