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Wednesday 18<sup>th</sup> May 2022

Present:- Mike Kirkham (MK) Chair, Peter Corbett(PC) Treasurer, Nigel Osborne (NO), Joan Brame(JB), Lloyd Hughes (LHs), Nigel Bond (NB), Peter Bruce (PB), Linda Harper (LH) Secretary.

1. Welcome and apologies

MK welcomed all to the meeting.

2. Previous Minutes

Agreed as an accurate account and can be posted on website.

3. Actions

Insurance at third party events- covered if we are doing/providing content or activities that we would normally do at a members meeting. Complete

Review of Policies and procedures. - Ongoing

Public Liability at Whitsun Fayre – covered by organisers. Complete

Notify CAS of changes to purchases from grant. Ongoing

NB has arranged for Matt Bothwell from Cambridge to give talk at members meeting on 25<sup>th</sup> May. Complete

MK to speak to PB re short survey on social media to gauge interest in childrens group. Ongoing

MK to check with Whit Fayre organisers re Tables/Chairs, PAT testing and A5 Flyers with PB. Complete

NO not contacted local parish magazines yet. Ongoing.

4. Finance

PC gave update on current situation. Generally good at present. Little action this month apart from payment for website addresses.

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Agreed that once new programme in place that some monies be put aside (ring fenced) to pay for external speakers

## Financial Update 16<sup>th</sup> May 2022

General Account: £1,634.89

- Balance Last Update (19/04/2022): £1,658.87
- Outgoings
  - o AAA Email Addresses (Mark Proctor): £23.98
- Income
  - o (none)

Cash: £46.85

- Coffee Pot: £35.85 (see below)
- Membership: £11.00

Liabilities: £800.79-

- CAS\* Grant – purchase equipment (GoTo EQ Mount & Tripod)

**Total: £880.95**

### Coffee Pot

- Balance Last Update (19/04/2022): £22.95
- Takings: £22.90
- Petrol Milage to Mr Hobbs for Delivering 8” Telescope (Nigel Osborne): £10.00-

\*Community Action Suffolk - Suffolk Community Restart fund

## 5. Members Programme

NB has done some initial work on a new members programme, MK expanded on this. There was discussion on the various ideas presented around such as what level the presentations need to be so as not to put off members with little knowledge of a subject but at a level which will retain more knowledgeable members. All agreed this would be the most challenging aspect. More work needed before new programme could be agreed.

Also the issue of presenters was raised, we have a couple of members who are happy to present but we cannot keep relying on them all the time. We need to encourage more members especially those with a particular interest such as Astro Photography to help out.

We will also look to have more presentations from external sources, also the format of the meetings so that they are not totally reliant on having presentations. (During non-observing season).

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## 6. Events programme 2022

### a) Whitsun Fayre final check

NO has all in check, will take selection of Telescopes, Binoculars to show. Gravity well, Childrens Activities, Orrery, Posters and books.

Has 6/7 members who will be at the stand on the day.

Action Plan			
Page/Item	Action	Action by	Status
25/9/21 P5	MK to look into issue of insurance cover when providing event for third party	MK	Complete
12/1/22 P1	Revisit and review existing policies and procedures.	All	Ongoing
12/1/22 P3	MK to make contact with National Trust	MK	Ongoing
20/4/22 P1	MK to check public liability for Whit Fayre, is it with BID organisers	MK	Complete
20/4/22 P2	Notify CAS of changes to purchases from grant in view of recent donations.	MK	Ongoing
20/4/22 P3	NO to contact Matt Bothwell from Cambs Uni re likely charges as guest speaker to group.	NO	Complete
20/4/22 P3	MK to ask PB to post to social media to try to gauge interest in a Children's group	MK	Ongoing
20/4/22 P3	MK to check with Fayre organiser available tables, PAT test proof needed and A5 flyer with PB	MK	Complete
20/4/22 P4	NO to contact local parish magazines in Hawstead/Lawshall to publicise group	NO	Ongoing

