
Wednesday 11th January 2023

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

1. Welcome and apologies

MK welcomed all

Noted apologies received from Liliias Haye.

2. Previous Minutes

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

3. Actions

Revisit Policies and procedures – See AOB. Ongoing

MK has spoken with Ian Clarke re Star Party, notified that will consider again for Oct/Nov time. Complete

PB has updated the promotional video. Complete

NB has arranged visit to OASI for 23rd February with the option of a second visit in March. Complete

4. Finance

PC updated meeting on current position. Generally good, 32 paid members for current year.

CAS grant fully spent, MK to invite members of CAS committee to attend meeting, possibly when have guest speaker, to allow them to see what money has been spent on and to say thank you. (MK)

MK confirmed that AAA has been invited to have a stand at Spring Fayre (formally Whitsun Fayre) on 28/29th May 2023. Agreed income from this will be £800.

Financial Update - 9th January 2023

General Account: £1,179.60

- Balance Last Update (16/11/2022): £1,272.06
- Outgoings
 - o Hawstead Hall Hire (24/08, 14/09 & 12/10): £108.00-
 - o Coffee Pot: £13.30-
 - o CAS* Grant – Laptop Case (Peter Corbett): £15.99-
 - o Speaker Fee – Andrew Green (Nigel Bond): £60.00-
 - o Xmas Food (Joan Brame): £19.17-
 - o Quiz Prizes (Mike Kirkham): £9.00-
 - o Whepstead Hall Hire (April – June 2023): £138.00-
- Income
 - o Membership (10 x £25.00): £250.00
 - o Membership (1 x £21.00): £21.00

Cash: £50.32

- Coffee Pot: £25.32 (see below)
- Membership (1 x £25.00): £25.00

Liabilities: £121.00-

- Hawstead Hall Hire (19/10, 2/11 & 9/11): £108.00-
- Easily Domain Name Registration: £13.00-

Total: £1,108.92

Coffee Pot

- Balance Last Update (16/11/2022): £7.78-
- Received from General Account: £13.30
- Takings: £37.38
- Hall Heating: £6.00-
- Padlock & Hasp (Nigel Osbourne): £11.58-

*Community Action Suffolk - Suffolk Community Restart fund (full grant now spent)amme

5. Members Programme

a) General Programme – NB updated meeting, programme in place until May 2023 but presenters still needed for a couple of topics - 15th March Moon part 2 and Solar Eclipses/Observing the Sun. Suggested Chris Coady be approached for this.

Another talk by Andrew Green has been arranged for the summer when his subject will be 'The Aurora'

Further discussion and suggestions made for future subjects, also the possibility of a visit to Cambridge Radio Astronomy site. NO to make enquiries (NO)

b) OASI visit – arranged for 23rd February, to arrive for 8.00pm. So far approx 12 members have indicated that they wish to attend. Cost to members £3 to be collected on night, total cost of visit £50, any shortfall will be met by AAA. NB to clarify situation regarding facilities on site. Car share to be arranged nearer time. NB to remind members of visit at next members meeting on 18th Jan. (NB)

c) Matt Bothwell visits – MK will contact other local Astronomy groups to advise of dates and invite their members to attend at a cost of £3 (MK)

d) Website – Programme page and Google calendar, MK advised that members programme is on website in full but calendar is blank. Mark Proctor has suggested that this can be managed by group possibly Peter B. MK will forward his e-mail to PB. (MK)

It was suggested that a possible visit to Greenwich Observatory be considered for sometime later in the year. MK to investigate costs. (MK)

6. Resources

Nothing to report, no new equipment required at present. A new inventory of assets is needed and the equipment lending catalogue updated. NO will do this, other members present offered their help as well if needed. (NO)

7. Shipping Container Project

Ongoing project, to look at feasibility, cost of container 10m x 10m thought to be £800-1200. NO can set up with power, all equipment can be set up and stored ready for use at meetings.

MK to prepare case to put to Whepstead Parish Council. (MK)

8. AOB

Promotional Video - PB presented his updated version of the promotional video, it is not complete yet, further work needed. He will circulate it to committee members for their comment and suggestions. (PB)

Need to seek permission from outside speakers included in video to show their image, also any children shown, explicit consent from parents/guardians. Perhaps better not to include children.

NB will contact Andrew Green and Paul Whiting to seek their permission. (NB)
General agreement that video is good and will be a valuable tool in promoting the association.

Policies and Procedures – MK approached Lloyd H to ask if he would be willing to undertake this task, to review what we have, what we need or do not need and to update as necessary. (LHu)

Planning for Spring Fayre – NO will lead on this as per last year but with Lily H shadowing with a possible view to her becoming the lead for event planning in future. MK to raise this idea with LHe.

Committee Meeting Dates for 2023

Wednesday 11th January
8th February
8th March
19th April
17th May
14th June
12th July
23rd August
20th September
18th October
15th November

No meeting in December.

Action Plan			
Page/Item	Action	Action by	Status
12/1/22 P1	Revisit and review existing policies and procedures.	All	Ongoing
27/8/22 P3	MK to liaise with Ian Clarke re Star Party March 2023	MK	Complete
16/11/22	PB to update promotional video	PB	Complete
16/11/22	NB to arrange 2 visits to OASI, groups of 15 approx.	NB	Complete
11/1/23 P1	MK to invite members to CAS group to meeting when have guest speaker	MK	New
11/1/23 P2	NO to make enquiries about possible visit to Cambridge Radio Astronomy site	NO	New
11/1/23 P3	NB to remind members of visit to OASI on 23/2/23. To do at members meeting 18/1/23	NB	New
11/1/23 P3	MK to invite members of local Astronomy Groups to attend meetings when Matt Bothwell presenting.	MK	New
11/1/23 P3	MK to forward Mark Proctor email to Peter B re Updating google calender on website.	MK	New
11/1/23 P3	MK to look into cost of visit to Greenwich later in 2023	MK	New
11/1/23 P3	NO to update Inventory and Catalogue of Equipment.	NO	New
11/1/23 P3	MK to prepare case for having Shipping Container on site to go to Whepstead Parish Council	MK	New
11/1/23 P3	PB to circulate latest copy of promotional video to committee members for comment/suggestion.	PB	New
11/1/23 P3	NB to contact Paul Whiting and Andrew Green for their permission to be included in Video	NB	New
11/1/23 P4	LHu to undertake review and update of all AAA Policies and procedures.	LHu	New

