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Wednesday 19<sup>th</sup> April 2023

Present:- Mike Kirkham (MK) Chair, Nigel Bond (NB), Joan Brame (JB), Lillas Haye (LHe), Lloyd Hughes (LHu), Nigel Osborne (NO), Peter Bruce (PB), Linda Harper (LH) Secretary.

1. Welcome and apologies

MK welcomed all

Noted apologies received from Peter Corbett

2. Previous Minutes

Amendment necessary to issue raised in AOB regarding membership of FAS, agreed that membership not be renewed for coming year. Once meeting notes amended to show this then agreed correct and can be posted on website.

3. Actions

MK to make enquiries re visit to Greenwich. - Update, no discounts for groups, various packages of tour available, MK will put information together and options can be discussed. Ongoing

NO to update Inventory and Catalogue of Equipment- no work on this at present. Ongoing

PB to circulate latest version of Video, all done. All agreed very good . Need to check if any cost incurred by PB and to reimburse if so. Can be posted on website and F/B Complete.

MK has circulated revised policies and procedures, together with draft new constitution to committee for review/comment. Once agreed can be brought to members and adopted. Ongoing

NO has information on laser pointers, approx cost £15 each. Have to be class 2 to comply with legislation. Agreed to purchase 2. Complete

MK to check what benefits available through membership of RAS/BAA to see if worth AAA becoming member. Ongoing

4. Finance

PC has circulated up to date financial update.

NB asked if possible could update show profit and loss for when we have guest speakers? As PC not present no answer available.

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## Financial Update - 13<sup>th</sup> April 2023

General Account: £890.73

- Balance Last Update (4/03/2023): £1,202.61
- Outgoings
  - o PLI & Equipment Insurance (Unity): £223.88-
  - o Speaker Fee (Keith Townsend): £100.00-
- Income
  - o Membership (1 x £12.00): £12.00

Cash: £179.74

- Coffee Pot: £88.74 (see below)
- Membership (1 x £25.00): £25.00
- Membership (2 x £15.00): £30.00
- Membership (3 x £12.00): £36.00

Liabilities: £131.98-

- Hawstead Hall Hire (19/10, 2/11 & 9/11): £108.00-
- Email Addresses x 3 (Mark Proctor): £23.98-

**Total: £938.49**

### Coffee Pot

- Balance Last Update (4/03/2023): £50.22
- Takings: £65.25
- Hall Heating: £9.40-
- Re-stock: £14.33-
- Guests: £47.00
- Speaker Fee (Matt Bothwell): £50.00-

## 5. Members Programme

NB updated meeting. Programme in place until Sept 2023, but still a few vacancies for presenters.

Have had 3 external presentations since last meeting, all well received. Need to ensure that these events are well publicised through F/B and 'whatsapp'. Also suggested that they be posted on local village 'whats app' group. LHe able to do this.

Guest speaker booked for 13<sup>th</sup> September which had been provisionally set for AGM, agreed to change AGM to 27<sup>th</sup> Sept.

Visit to Breckland Astronomy group booked for Tuesday 7<sup>th</sup> November, members meeting due on 8<sup>th</sup>, need to inform members of change in day of meeting for those not joining visit.

## 6. Events

Spring fayre – NO updated -2 gazebos, tables and chairs. Will take 3 scopes, posters, books. Childrens Activities with small prizes. (Sweets?) Also Solar system, Gravity well and AAA banner. A5 flyers for club to publicise. Badges available for purchase.

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NO gave risk assessment to MK to pass on to organiser.

## 7. Resources

Nothing to report. No date yet for new PAT testing.

## 8. AOB

MK proposed that committee meetings be held bi-monthly in future as things running well. All present agreed, next meeting will now be 14<sup>th</sup> June 2023 and the meeting in May will be cancelled. PC to contact Di – sec/treasurer Whepstead CC to advise.

## Committee Meeting Dates for 2023

Wednesday 14<sup>th</sup> June  
23<sup>rd</sup> August  
18<sup>th</sup> October

No meeting in December.

Action Plan				
Page/Item		Action		Status
			Action by	
11/1/23 P3		MK to look into cost of visit to Greenwich later in 2023	MK	Ongoing
11/1/23 P3		NO to update Inventory and Catalogue of Equipment.	NO	Ongoing
11/1/23 P3		PB to circulate latest copy of promotional video to committee members for comment/suggestion.	PB	Complete
8/2/23 P3		NO to look into cost and requirements of Laser Pointers	NO	Complete
8/3/23 P1		MK to circulate revised policys, procedures and draft new constitution to committee members	MK	Ongoing
8/3/23 P3		MK to check what benefits other Astronomy Associations offer to members. RAS, BAA	MK	Ongoing
19/4/23 P3		PC to notify Di Howe of change of dates of Committee meetings for rest of 2023	PC	New

