

Earlams

Minutes of Management meeting
24th April 2019

Attending

Liz Jones, Barbara Johnston, Vincent Pagent, John Novak

Apologies

Peter Weigh, Helen White, Jan Dixon, Jean Burke

Matters Arising from last Meeting

- Issues regarding the establishment of charitable status are still being pursued with the accountants [PW & JN]
- Only Linda Novak responded to the request for volunteers to be part of a small group to develop the workshop programme. Both HW & LN are developing a programme. HW has produced a contract to clarify the relative positions for those craft people that run workshops commercially. HW has produced an annual programme of workshops.
- BJ has not received notification of the next Local Authority training day following her having to withdraw from the previous one.
- The training of volunteers continues with the use of the online videos and the 'Safer Foods Better Business' material. It was agreed that to accelerate the programme that BJ split the material into two with different coloured folders so that the material in one set of folders can be taken home those in the other set of folders remain at Earlams. Pressure should remain on all volunteers to sign that they have read and understood the material [BJ]
- The new cleaning team are doing well.
- The monies from the filming have not yet been received [JN to follow up with the National Trust]

Redacted

Congratulations all round

The decisions for attendance at the event were explained and the cost incurred for LJ & JD to attend was agreed unanimously.

It was agreed that the Volunteers and their partners Garden party was to be 1st June at 4-00 with Sandwiches and Petit Fours etc from COSTCO with a BBQ later in the evening. VP had secured the pin badges to be presented at the party. LN will approach Boutinot to inquire about them donating some prosecco. GraceNotes will play in the evening session. Following the official announcement [June 2nd] arrangements will follow for the presentation of the award by redacted. It was agreed that as much publicity as possible will be arranged and because of a possible increase in volunteer enquiries the initial volunteer information should be reviewed and improved [BJ & JN]

Support to outside activities

Village clean-up - It was agreed to serve Bacon butties at 9-00 on Sunday 28th April
Beating the Bounds Walk 19th May– It was noted that in the previous year we had supported the shorter walk with drink and cake and that we should continue to support this annual event

The bench outside needs repair VP agreed to do it. LJ to contact Dorothy Oldham Chair of SVA to agree payment of costs

The Bench in memory of Eric has some funding JN to pick up the issue to try and raise more.

Café Report

The coffee machine has broken down a number of times the suggestion that the machine in the shop could also be placed in the café is to be considered.

The dishwasher has also broken down a number of times causing a flood, this is an issue we need to monitor.