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## April Newsletter

Petty cash and receipts - blade sharpening session - Lino printing session -  
next Monday book club discussion -  
community project requests - keeping track of possessions -  
care of safety equipment

John Corfield is doing a wonderful job of keeping track of our accounts but he has come across a problem when Sheddors are reimbursed from the session fees, for things that they have bought, for the Shed. So to make life easier for John the Trustees have introduced a **petty cash pot** for the Monday / Wednesday session and a separate one for the Thursday session. If a Sheddor buys refreshments, for use by any Sheddor during a Shed session, they can be reimbursed by the Duty Manager from the petty cash. We would like a receipt if possible please. The petty cash is **ONLY** for refreshment purchases. If a Sheddor buys anything else for the Shed please get approval from the Trustees first **AND** then give the invoice or receipt to John and he will reimburse using a cheque or bank transfer.

Richard Whitehouse has kindly offered to lead a session on **blade or tool sharpening**. If anyone is interested in this please sign up on the sheet on the Projects noticeboard. If there is enough interest we will then arrange a date and time.

Anne Jones and Richard are busy buying all the things needed for a Monday Special session on **lino cut printing**. The date and time will be advertised on the small whiteboard soon.

The next **Monday book club** discussion will be on 15/4/24, where 'Every Light in the House Burnin' by Andre Levy will be discussed.

As Sheddors we often get asked to make things for the community. Because of a lack of skills, tools, time or Sheddors we can't always say yes to these requests. In future we will provide information about these requests on the **Project noticeboard**. So if you are interested in helping or just want an update the Projects noticeboard will show you which Shedder to ask.

**Tidying up** is an ongoing activity. It helps us keep the Shed clean, tidy and a safe working place. There are still some items in the stairwell that have not been labelled with an owner's name. These items will now be moved on to the wooden unit in the main workshop. The item will have a disposal date on it. Once that date has been reached the item will be disposed of.

The machines in our upstairs workshop (10B) create a lot of dust and noise. There are **dust masks and ear defenders** available and we do encourage Sheddors to use them. But please return them to their correct storage place for others to use and to keep the room tidy and safe. Plus if you create any **offcuts** please dispose of them properly and not leave on the bench or machine.





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