

RWB Shed AGM 29th November 2018, 2pm - Minutes

1 Apologies

Dave Gardner, Lizzie Lewer.

2 Present

John Loran (Chair), Mark Mudd (Secretary), Harry Martin (Treasurer), James Sadler (Safety), Ray Brady, Mike Bamford, John Parker, John Smith, John Shephard, Albi Richardson, David Parks

3 Minutes/Matters arising from AGM of 30th November 2017

No matters were arriving.

- Acceptance of minutes was proposed by John Parker and seconded by James Sadler.

4 Chairman's report

2018 has been a year of consolidation with 6 to 12 members attending each week.

Many things have been achieved this year including:

- In RWB High St: Benches, War Memorial and Fire Tender display cabinet renovation.
- Renovation of Remembrance garden.
- Painting of polystyrene balls for RWB marking of 100yrs end of WW1.
- Repair of a RWB resident's garden bench in The Mulberrys.
- Repair of a handrail in a lady's house who has been interested in the Shed.
We should invite her to visit. **ACTION: John Shephard**
- Building and donation of planters to local primary schools. St Mary's Purton, St Bart's RWB and in Broad Town.
- Trailer renovation - donated by a member of Dorset & Wiltshire Fire & Rescue Service
- Building and donation of bird box kits to RWB academy including visit of nine Sheddars to the school to help pupils build the boxes and gain some practical assembly skills.
- A few personal projects including building of a model steam engine and pyrography.

We had visits from

- South West in Bloom Judge visit
- The Royal Voluntary Service presenting the RWB Shed with a grant cheque from the ASDA foundation to help fund key items in the Shed.
- DWFRS Fire Chief Ben Ansell
- Police Community Support Officer Jordan Rose
- President of Rotary Great Britain & Ireland Denis Spiller
- Various members of RWB Town Council who have given valuable year round support.

Other items:

- ShedFest was attended by four members on 17th Nov. Feedback from there was that our Shed is a good size.
- John Parker visited Bristol University for a session discussing “Loneliness in the Community”.
There were members from other Men’s Sheds attending.
It was suggested that during the year we could apply for a Lottery Grant to support our Shed.

5 Treasurers report

For 2018 we had 17 members.

5.1 Accounts Examiner’s comments

John Parker reported he has reviewed Harry’s accounts with no questions arising.

5.2 Accounts for the year from 1st Nov 2017, to 31st Oct 2018

We started November 2017 with £1410 in the bank and £9.00 in petty cash.

At the end of October 2018 we had £1606 in the bank and £8.50 in petty cash.

Our income over the year consisted of:

A grant of £705 from Asda.

Subs of £487.50

Donations/sales £184

The major part of our outgoings was £364 for insurance, £223 for trailer and bird boxes, tools £415, then sundries like tea/coffee, paints/preservatives/compost/wood took up the rest.

We donated our time and products to various local organisations.

- Acceptance of the accounts was proposed by Albi Richardson and seconded by Mike Bamford, and supported unanimously.

5.3 Budget & subscriptions for 2019

No formal budget has been produced, however:

- member levels and subs expected for 2019 will cover the insurance cost of ~£364 (renewing on 12th Dec 2018)
- Sundry costs will be small and likely to be covered by income from any sales made.

It was proposed and agreed that member subscriptions remain at £30 for 2019.

5.4 Nomination of Accounts Examiner for 2019

John Parker offered to remain the Accounts Examiner for 2019, accepted by all.

5.5 Future funding

The topic of what happens further ahead in the future and how we might fund ourselves was briefly raised. It was agreed that this should be discussed early in 2019 resulting in the formation of a strategic plan which should include thinking about who we might apply to for grants.

6 Election of Officers and Committee

The following officers were elected for 2019

Chairman: Albi Richardson. Proposed – John Shephard, Seconded – Mark Mudd

Treasurer: Harry Martin. Proposed – Mike Bamford, Seconded – Albi Richardson

Secretary: Mark Mudd. Proposed – Albi Richardson, Seconded – John Parker

Safety: James Sadler. Proposed – Albi Richardson, Seconded – John Smith

It was agreed that The Safety Officer should add the following duties:

Maintain the COSHH list (Control of Substances Hazardous to Health)
Conduct and document a formal Risk Assessment

No further committee members were deemed necessary.

There was some discussion about having an Events Organiser but for now this was agreed as unnecessary.

7 Website update (www.rwbShed.uk)

Mark Mudd reported the web site to be in good shape covering much of the activities we have done this year. He offered to continue managing the website which was agreed.

Keeping an active and current website is made much easier if members can provide Mark with words and pictures of things the Shed does. **ACTION: All**

8 Shed promotion and membership

We already receive free promotion in the 'RWB & Lyneham Advertiser' and also the RWB Community magazine.

Entries should include the website www.rwbShed.uk and contact email info@rwbShed.uk

The Community Magazine entry needs to be checked. **ACTION: John Loran**

John Loran has already contacted doctors in New Court surgery making them aware we exist. Need to repeat this for Tinkers Lane surgery. **ACTION: John Loran**

To promote membership further we should try and post a few new flyers in various places around the town such as the chip shop and the library. **ACTION: Mark Mudd**

It was agreed that a market day stall on the High St in April or May promoting some of our wares would be a good way to raise RWB Shed awareness and help recruit new members. We should contact RWB Town Council about this. **ACTION: Mark Mudd**

9 Trips

These will continue to be organised on an adhoc basis.

10 Equipment

Things we still need include:

New tyres for the trailer. **ACTION: Mark Mudd**

A waterproof cover for the trailer. **ACTION: John Loran**

We need an inventory list of key items. **ACTION: Albi Richardson**

Spare tools:

'Empower the Gambia' based in Swindon send tools to Africa. Jo Heaven is contact.
Manual tools in particular are useful.

11 Any other business

- The meeting opened with a 1 minutes silence for our Shed member Karen who sadly recently passed away.
- The question of having a members list to share contact details was raised. The rules regarding this changed this year with new GDPR regulations. A revised Shed Member application form will be created for all existing and new members to complete. This will have a section for members to consent for their details to be shared. When done a list of consenting members details will be created and issued. **ACTION: Mark Mudd**
- Repair Café. Whilst being a highly worth activity, it was felt that the Shed did not have the resource to support this at the present time.
- Christmas cards thanking members of various organisations for their support to the Shed this year will be sent imminently. **ACTION: John Loran**
- First Aid.
John Smith and Harry Martin attended a 1 day course but they felt this was insufficient to qualify them to deliver First Aid.
What we need to do regarding First Aid? **ACTION: John Smith, Harry Martin**

The meeting closed at 15:45