

**Minutes of the Committee Meeting of the Illingworth & Bradshaw Local Activities Group held on Thursday, 1<sup>st</sup> December 2016 at 2.30 pm at Illingworth Fire Station**

**Present:** Jan Hancock, Sheila Hilson, Anne Lees, Sue Merriman, Irene Mulhall, Rita Parkin, Julian Patrick, Lilian Rawnsley, Anne Robinson and Brian Sinnett.

1. <b>Welcome:</b> The Chairman, Anne Lees, welcomed everyone to the meeting.	<b>RESOLVED/ACTION</b>
2. <b>Apologies for Absence:</b> Full attendance	
3. <b>Additions to Agenda:</b>	There were no additions to the Agenda.
4. <b>Minutes of the last meeting held on Thursday, 3<sup>rd</sup> November 2016:</b>	Signed by Chairman as a correct record.
5. <b>Matters arising from the Minutes:</b>	There were no matters arising from the Minutes.
6. <b>Correspondence:</b> The Secretary had not received any correspondence.	
7. <b>Safeguarding:</b> Sheila Hilson and Jan Hancock had met with Tracy from VAC and Sheila explained that it would be necessary for all the Committee and Tutors to take part in the Safeguarding Training which will be done by Tracy. A date agreed upon by all the Committee was Monday, 23 <sup>rd</sup> January at 10 am at Illingworth Moor Methodist Church. Sheila told about the DBS checks, which for Tutors was £48. It appears that all our Tutors are employed by other people as well as us but none seem to have had the more in depth DBS check. This was something that Tutors should pay for themselves but the Committee discussed this. The DBS checks for Committee Members would be free.	The Secretary to book the room in the Church Diary for this Safeguarding Training.  The Committee decided to pay the £48 for each of the three Tutors to have the full DBS check.
8. <b>Treasurer's Report:</b> The Treasurer reported that there is £8,891.29 in the bank.	The Treasurer was thanked for her report.
9. <b>Membership:</b> The Membership Secretary reported 158 members. There had been 12 new people join us since October.	The Membership Secretary was thanked for her report.
10. <b>Final details for Christmas Celebrations:</b> <ul style="list-style-type: none"> <li>❖ <b>Update on RP/IM's meeting with Susan Hutchinson on 18<sup>th</sup> November.</b></li> <li>❖ <b>Organisation of Raffle:</b> <ul style="list-style-type: none"> <li>○ <b>Raffle Prizes &amp; Who is to sell them?</b></li> <li>○ <b>How are we going to organise the draw &amp; who is the spokesperson?</b></li> <li>○ <b>Morrisons vouchers</b> - how many and what value are they?</li> <li>○ <b>Tips to Waiters/Waitresses:</b> How much did we give them last year?</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>❖ All had been agreed amicably and the Treasurer had given a cheque at that meeting and a final cheque to be given on the night of the event.</li> <li>○ Sue and Roger Merriman to sell tickets. £1 for a strip of five.</li> <li>○ Each winner to draw next ticket and keep it moving. Julian Patrick to be spokesperson.</li> <li>○ Vouchers to value of £20, £15 &amp; £10.</li> <li>○ £40 tips given last year which was taken out of the raffle money. Treasurer to decide on night depending on number of waiters/waitresses working.</li> </ul>
11. <b>Short Report covering attendance/issues in the current weeks in NOVEMBER 2016:</b>  <b>Art Class</b> - 10 last week, 8 on the 1 <sup>st</sup> Dec. <b>Crafty Club</b> - 17 - 5 - 17 - 17 - 15 <b>Keep Fit</b> - 16 - 19 - 19 - 18 +1F - 16 <b>Kurling</b> - 20 - 20 - 16 - 19 - 24 <b>Line Dancing</b> - 11 - 12 - 12 - 12 <b>Pilates - Intermediate</b> - 15 - 13 - 13 - 15 <b>Beginners</b> - 17 - 18 - 16 - 19 - The Secretary reported to the Committee that there was a problem with one of the members in this class.	<p>The Treasurer said she knew the person and would speak to her.</p> <p>Thanks extended to those giving reports.</p>

	<b>RESOLVED/ACTION</b>
<p><b>12. Suggestion by Secretary:</b>  The Secretary explained that she had the idea that the group should either purchase a Defibrillator itself for use at its activities or get others involved. To this end she had been in touch with the Centre Manager, Neil Making, and he had looked into the matter, discovering that several Methodist Churches have already acquired one of these and he had also been in touch with Will Menzies, Business Manager at Keighley Road Surgery. She asked for the Committee's thoughts on this and if they would be willing to either fund one or help with the funding of one.</p>	<p>The Committee were in full agreement and thought this was a very good idea. The outcome will be that a Defibrillator will be purchased to have at Illingworth Moor Methodist Church, probably financed by a mixture of funders, and that the LA Group will be willing to make a contribution to the cost. The Centre Manager will move it forward and keep the Secretary in the picture as to progress.</p>
<p><b>13. Date of next Committee Meeting</b></p>	<p>In thanking everyone for their attendance and contribution it was agreed that the next meeting will be on <b>Thursday, 5<sup>th</sup> January 2017 at Illingworth Moor Methodist Church at 2.30 pm.</b></p>

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**Chair**