

Minutes of the Committee Meeting of the Illingworth & Bradshaw Local Activities Group held on Thursday, 2nd August 2018 at 12 noon in the Community Room at Illingworth Fire Station

	<i>Resolved/Action</i>
Present: Jan Hancock, Anne Lees, Sue Merriman, Irene Mulhall, Rita Parkin, Julian Patrick, Lilian Rawsley, D. Anne Robinson and Brian Sinnett.	
1. Welcome by Chair: The Chairman, Anne Lees, welcomed everyone.	
2. Apologies for Absence: All present	
3. Additions to Agenda:	The Treasurer had an additional item for the Agenda.
4. Minutes of the last meeting held on Thursday, 5th July 2018:	The Treasurer asked for the wording about next year's AGM to be changed to include the fact that this year's date had been brought forward by a week. The Minutes were then signed as a correct record.
5. Matters arising from the Minutes:	There were no matters arising.
6. Correspondence:	One item by email which would be brought up under Safeguarding.
7. Any Safeguarding Matters: The Safeguarding Officer reported a recent update on the consent forms mentioned at the July meeting.	The instructions given, which the Committee had though unnecessary, had now been rescinded.
8. Treasurer's Report: The Treasurer reported £8,030.68 in the bank.	The Treasurer was thanked for her report and work.
9. Membership: The Membership Secretary reported that we have 146 paid up members. In view of the Data Protection requirements which came into force in May 2018 the Membership Secretary asked how long she should keep the membership forms for those people who had not renewed this year (1 st April 2018 to 31 st March 2019). The Health Questionnaires were also discussed.	The Committee decided that if people had not renewed membership by the time of the AGM their original membership form should be shredded and also the Health Questionnaires. Anyone joining after the AGM, who had been a former member, would not be able to complete a renewal form but would have to complete the full membership form & Health Questionnaire.
10. Closure of the Church building & decisions taken to cancel classes: The Secretary explained that at the outset of discussions about the lift being installed at Illingworth Moor, she had been led to believe that the Hall would be available to use for our Keep Fit, Kurling and Pilates classes. As the date for the start of work to begin it had become obvious that access to the kitchen and toilet access would not be possible. This information came to light on a Tuesday morning when four members of the Committee were present and so an emergency meeting was called.	The Emergency Committee who met were Anne Lees, Irene Mulhall, Brian Sinnett and Julian Patrick. The decision was taken that all classes would have to be cancelled for the duration of the work to install the lift – from Monday, 6 th to Friday, 17th August. We were already aware that the building couldn't be used from the 1 st to 3 rd August when the Church was running 'Holiday at Home'. The Secretary to endeavour to inform all 146 members of these closures when members attended classes or by email, Facebook and in some cases by Royal Mail.
11. Short Report covering attendance/issues during the month of JULY: Art Class 8 – 8 – 6 - 8 Bowling: 12 – 13 – 15 – 13 + 2F - 16. Crafty Club : No numbers available Keep Fit : 15 – 16 – 16 +2F - 13 Kurling : 9 + 2F – 16 – 12 – 10 + 1F Line Dancing : 5 – 10 – 11 – 8 - 9 Pilates – Intermediate Class : 10 – 16 – 11 - 12 New Beginners Class : 8 – 13 – 8 - 6 The Secretary had previously mentioned her concern at the low figures at some activities when there wasn't enough money to pay the Tutor. The Treasurer said she had looked at the low figures and felt that with the money we had in the bank we could stand running at a loss until the money got down to £4,000 and then something would have to be done.	Thanks were expressed to those giving reports. Committee members were hopeful that numbers would get back up once the schools were back and the weather had got cooler. The Treasurer said she would talk about numbers in her Treasurer's Report at the AGM.
12. Contracts for our Tutors for Line Dancing & Pilates/Keep Fit:	The Treasurer reported she had the job in hand. She confirmed that we only have to give one week's notice if we have to cancel a class.

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<p>13. Annual General Meeting on Tuesday, 18th September 2018 starting at 3.15 pm:</p> <ul style="list-style-type: none"> ❖ Any response from request for help in the Newsletter. ❖ Nomination forms available for current Committee & Officers to think about. ❖ Art and Crafty Club displays of work for the AGM? ❖ Charity Donation – The Secretary explained that at the AGM in 2017 we had asked for suggestions of a charity that we could support over the year. Only one person gave her a suggestion and that was to send a donation to The Royal British Legion, Haig House, 199 Borough High Street, London, SE1 1AA. ❖ The Charity for 2018-19 is an Agenda item for the AGM and Committee members talked through their ideas. ❖ The Secretary gave members a copy of the Minutes of the 2017 AGM and the Agenda for this year's AGM. She asked if members would take the document home and read it thoroughly and report back any errors/omissions as soon as possible. 	<p>No response at all.</p> <p>Sue Merriman expressed her regret that she would not be able to stand again due to other commitments. All the other Committee members completed nomination forms.</p> <p>Rita Parkin said Art would be fine to do a display and Sue Merriman said the same about the Crafty Club.</p> <p>It was agreed that £100 be sent to The Royal British Legion as our charity for the last 12 months.</p> <p>In view of our speaker at the AGM representing Guide Dogs the Committee favoured having that our Charity for the year. It was suggested that when members collected their tea and cake they might like to put a donation in a dish for this worthy cause. It was also suggested that once the Christmas Raffle had provided the money for the tips to the waitresses at the Christmas party, the remainder be given to the Charity.</p> <p>Lilian Rawnsley asked for her name to be added to those who had given their apologies</p>
<p>14. Any other business: The item that the Treasurer wanted to discuss had been included elsewhere during the meeting.</p> <p>The Secretary made a note of some suggestions about places to have trips to which were 'Breeze Knees Gardens' near York and Afternoon Teas at Cannon Hall near Barnsley.</p>	<p>The Secretary agreed to make enquiries about these places.</p>
<p>15. Date of next Committee Meeting:</p>	<p>It was agreed that the next meeting will be on Thursday, 6th September 2018 at 12.15 pm at Illingworth Moor Methodist Church.</p>

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