

Minutes of CAWS Committee Meeting – 16th January 2018

The Community Action: Whitley & Shaw (CAWS) committee met at Whitley Reading Rooms at 7.45pm on Tuesday 16th January 2018

1. Michelle Tattersall (Chairman) welcomed CAWS members, Mike Booth (Secretary), Brian Roberts (Treasurer), Richard Bean, Elizabeth Bean, Maureen Hibbott, Mark Ashkowsky, Sue Evans and opened the meeting at 8.00 p.m.

2. Apologies: the following apologies were received from Mary Pile, Lesley Sibbald & Sarah Jane Hardwidge.

3. Minutes of previous meeting on 21st November 2017 was an event meeting. The last full CAWS meeting was 7th September, there were no queries from these minutes.

4. Matters Arising

4.1 AGM agenda and date provisionally 22nd Feb 2018, now confirmed to be 7pm at the Methodist Church.

Action: AGM to be advertised by Mike Booth at least 7 days in advance on social media, notice boards & venues that will accept posters.

4.2 Grant applications

Action: £100 for marketing to be included in application by Brian Roberts in the MWOPC grant aid form to advertising events.

Action: Michelle to gain signature from the account auditor and give to Brian.

4.3 Whitley Players equipment (storage and addition to insurance/asset list)

The marquee is to be stored in the basement of the church and the PA equipment at Mike Booth's garage to avoid damp damage.

Action: Brian Roberts to review asset list before next meeting to include locations of equipment and send to Michelle.

4.4 Christmas Cracker review (inc Bill Hazlewood's tables)

Review includes:

Poor turn-out may be down to the time of year, Committee will consider a September event for this year.

Counting of money, to be double checked on the night with a money count sheet.

If an auction again, consider people collecting and paying for their lot during each break in the evening to help the money table. The selling of items at the end also to be managed to stop the rush of people.

Discussion on the tables we have from Bill Hazelwood and the best way to sell them.

Action: Mike Booth to photograph Bill Hazelwood furniture and put up for sale locally (large table £150/small table £50).

4.5 Data Protection

GDPR similar to previous DPA rules but will affect all. Mark and Michelle ran through what the changes are, how this relates to CAWS and the potential result if we do not follow the guidelines.

Action: MB, MT & BR to review current documents & guidelines and document our policy on how we store emails and phone numbers. This is to be brought to the next committee meeting for comment.

5. Finance

The full year accounts reviewed and approved by the committee.

6. CAWS Objectives

6.1 Improving villages

6.1.1 Telephone boxes

Aviva funding = £200 + possible additional £100

Action: Mike Booth to apply to area board for additional funding (1 application per box)

Action: Mike Booth to check on maintenance agreement with Teresa Strange

Action: Mike Booth to start Phone Box working group after Easter and advertise locally for help.

6.1.2 Recreational Fund working Group

Michele will drive this forward once she has stood down as Chair

6.1.3 Best Kept Villages competition

Certificates to go to village hall committee and request to be put up in the hall

Add to agenda after AGM for someone to take this forward

6.1.4 Footpath and Stiles

Nothing to report

6.1.5 Litter Pick date (Jan 28th)

Venue and time moved to 1pm at Shaw School

Poo spray to be used to highlight and fouling issues

Action: Michelle to organise paperwork

Action: Mike to advertise on facebook

6.2 Other on-going activities

6.2.1 Community Emergency Group (Report)

MWOPC preparing a new pamphlet that will include CEG data

6.2.2 Speed Watch (Report)

Nothing to report

6.2.3 Neighbourhood plan

Nothing to report

6.2.4 Connect magazine – next deadline = 12th Feb for March edition

Action: Mike/Michelle to prepare article.

6.2.5 Summer event 2018 -

Action: Michelle to discuss with village Hall committee at next meeting

Post meeting note: Michelle attended the Village hall committee meeting and they would like to be part of the fete again this year and have been invited to the first event meeting.

Details of the bookings given for hall given. They have a regular booking on a Saturday until 10:30 am so entry to the village hall would be limited until then, unless we would like to request that this booking be cancelled on that particular Saturday. Other option is therefore a Sunday. Currently only 12th or 13th May or 9th or 10th June are options based on bank holidays etc.

7. Community News

We received publicity in the Wiltshire times for our entry into the Aviva community fund.

Village hall committee, Michelle will be standing down from this and Mike will be attending their AGM to become a member of that committee.

Post meeting note – Village Hall AGM is on 19th March at 7pm

8. Correspondence

Christmas card received from MWOPC wishing a happy Christmas and a thank you for the work that the CAWS committee are doing.

9. Any Other Business - None

10. Date of next meeting: Thursday 15th February – Venue Pear Tree Inn. Meeting first to cover the Fete. Then to discuss what type of event for September. Finally the plan for what if no chair steps forward.

11. Meeting closed at 9:45pm.