

Friends of Kings Wood

Minutes of the Committee meeting held on Monday 11 August 2008, 7 p.m.

Present; Rona Doyle (RD)
Alan Burton (AB)
Diana Sawyer (DS)
Sophie Walkden (SW)
Wendy Hogg (WH)
Mick Sherwood (MS)
Peter Walkden (PW)

Apologies for absence; Jon Shelton (JS) and Dan Jennings (DJ)

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| 1. The meeting started with a suggestion from DS that she take over as acting Chairman until the AGM in November. The committee members present agreed to this unanimously. | |
| 2. DS then provided an update on the membership records handed over from Simon and Helen Cavell upon their resignation from the Committee. There are some membership applications which have not yet been processed and DS confirmed she would be sending out the membership packs shortly | DS |
| 3. The Committee thanked MS for his help with the stall at the Boughton Aluph Village Fete in June. | |
| 4. << <i>confidential</i> >> | RD |
| 5. AGM hall booking – RD to arrange payment of £10 for the Challock Village Hall booking. The group also discussed making a donation of £20 to the All Saints Church Restoration Fund following the stall at the 5 Church Walk in May but voted against this. Also it was decided to contact Carol Davis from the Blean project to offer to pay her £10 in reimbursement of petrol expenses for attending the June meeting. RD will e-mail Carol. | RD
RD |
| 6. Constitution – JS has a simplified version and this can be discussed at the next meeting | DS / SW |
| 7. Grants ‘wishlist’ – DS suggested that the group think about their ideas for grant applications in preparation for the next meeting | ALL |
| 8. Bank signatories – currently only RD and AB are able to sign. Helen Cavell needs to be removed as a signatory following her resignation. RD will collect a change of signatories form from the bank. Ideally there should be 3 or 4 signatories. | RD |

9. Publicity officer – RD has recruited Ann Hardie to undertake publicity work for the Friends as required. Ann does not wish to attend committee meetings but will use her existing contacts locally to promote events.

10. New committee member – RD has also been in contact with Frank Avery who may be able to join the group. RD to enquire if he can attend the next meeting

RD

11. Bat Walk – DS and JS will be collecting the bat detectors. Dr Baker may bring a colleague who knows about moths. DS is contacting the 23 people who have booked to advise of the earlier start time

DS

12. Goose Fair – the group discussed whether or not to attend this year's fair on 14 September. Various committee members will be on holiday. DS to contact Pam Cadenhead to enquire about the fair.

DS

13. AGM – the papers need to go out to all members so could all committee members think about what they wish to be included, for example, annual report, achievements for the year. One possible item for the AGM agenda would be whether the membership system should be changed so that all run from January to December rather than from the date of joining.

ALL

14. Website – RD has a friend who may be able to help. Will need to ask Simon Cavell if the existing website address can be reused as this is on the leaflets. DS advised that he has confirmed he is maintaining the inbox of the Friends e-mail address and will pass on any messages.

15. Constitution – DS pointed out that the exiting version mentions undertaking **risk assessments** for each activity. The BTCV run courses on leading walks. WH suggested that JS be asked for guidance as well. To be discussed further.

DS /SW

16. Sponsored walk / bike ride – MS advised that this will be taking place in the area in September to raise money for local churches.

17. Next meeting – DS asked that the date for this be changed to 15 September. RD to e-mail contact details for Stour Valley Arts to DS in order the availability of the hut can be confirmed.

RD/DS

The meeting closed at 7.50 p.m.