



Committee Meeting Notes

Date	17 Jan 2022	Time	19:30	Meeting No	2021/2 05
Locations	Zoom				

Attendees			
Name	Initials	Name	Initials
Terry Reene	TR	Aileen King	AK
Terry Hefferman	TH	Neil Weatherley	NW
Paul Newbould	PN	Angie Polkey	AP
Ed Walker	EW	Pete Cartwright	PC
Georgie Weatherley	GW		

Apologies / Absentees			
Name	Initials	Name	Initials
Charlie Long	CL		

Record of meeting

Record of items discussed		
Item	Description	Outcome
Financial Matters		
	TR reported that after paying the BMC annual fees and insurance the current balance is £5,634.01.	
	37 members have renewed this year and it is expected that another 3-4 will renew.	
	TR has written to NatWest to seek advise on the best way to replace Chris Easton with GW as an authorised signatory. This has been ongoing for a considerable time, but we are at the mercy of NatWest with respect to timescales.	AP 03/04
	The donation of £500 for usage of the hut from Cotswold Outdoor is outstanding and not included in any club report of accounts	
Hut		
	The heater in the dorm was confirmed as fully working.	AP 03/01
	TH reported that Charlie's dad had advised the ceiling will cost circa £150 to repair. Expenditure was unanimously agreed, and TH will agree date.	AP 04/01

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	Measurements are to be taken of each bunk and provided to TR who will look to source a replacement mattress to test and if suitable will look to replace all in small dorm. After a little discussion GW will measure at next meet and TR will see if YHA can offer any advice.	AP 05/01
	TH presented the idea of replacing the shelves in the dorms and installing vanity units for the sinks. Options are to be explored further.	AP 02/02
	It was agreed that the July Meet would be used as a working weekend. Details will be included in the next newsletter.	
	Hut code. It was agreed that the hut code would remain unchanged for the time being.	
Farm Liaison		
	Christmas cards had been sent by Angie and she will endeavour to make contact during the next meet.	
Club Meets		
	A full calendar has now been published in the newsletter and on the website for 2022. The April club meet still requires a meet coordinator.	
	The July meet will include a working weekend and be led by TH and PN	
	PN will look at September meet as to possibility of making an away meet, possibly at Clapham.	AP 05/02
Hut Bookings		
	There are no confirmed outside bookings but it is expected that the following will confirm throughout the year. <ul style="list-style-type: none"> • University of Liverpool First weekend of April • Michael Jones • University of Exeter September 	
	Michael Jones hut fee proposed to be £350	
Communications		
	The January 2022 newsletter is in final draft, no other articles were offered during the meeting so NW will finalise the document.	
	PN will ask Chris to contact NW about migrating the domain to the club.	

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Record of "any other business" items discussed		
Item	Description	Outcome
	<p>The AGM will be held on the 19th March in the old library at Plas y Brenin, starting at 18:00. The room has been booked and confirmed.</p> <p>There is just one resolution so far for inclusion in the meeting, covering the revised constitution.</p> <p>The formal invitation and agenda will need to be issued by mid Feb.</p>	
	<p>Constitution. PN and NW advised that the document had been revised to version 6. The major differences were a simplification of the wording and number of paragraphs, along with the following two points.</p> <ul style="list-style-type: none"> • Inclusion of an optional Friends of MCNW membership category • Some changes to the wording around the committee roles <p>AP advised that the date for setting to annual membership feeds needed clarification</p> <p>All committee are requested to review the updated document and comment in time for the document to be issued to the membership by the middle of Feb 22 in time for voting at the AGM.</p>	AP 01/12
	<p>TH advised that he had been advised that a member had died in the past on the sharp bend into the farm track (during the 1980s). He asked that members be advised of the danger. This will be considered during future updates to the documentation.</p>	
	<p>AP requested that all attendees to meets perform a Covid test prior to attending and follow any government guidance. This was agreed by all.</p>	

Action Tracking

Actions On-going				
Action Ref	Action	Target Date	Status	Owner
01/01	<p>Proposal to be generated and circulated to the committee on how donations may be made to the Roberts family for upkeep of the track, given the clubs usage.</p> <p><i>27/07/21: AP has proposed the following for payments to farm for track maintenance. Initial feedback included a feeling this was a car park charge rather than a goodwill payment. This will be reviewed at the next meeting.</i></p> <p><i>"Propose a pro rata payment to the farm at the end of each club financial year, based on estimated car usage. Amount per car?"</i></p> <p><i>17/01/22: AP requested this action be deferred until Sep/Oct 22.</i></p>	<p>30 Aug 21 17 Jan 22 31 Oct 22</p>	In progress	AP
01/12	<p>Generate proposed new rules and constitution for club.</p>	<p>30 Jun 21 30 Dec 21</p>	In progress	NW/PN

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Actions On-going				
Action Ref	Action	Target Date	Status	Owner
	<p>01/05/21: NW/PN have reviewed the current club rules and have a first draft for proposed new constitution. Some points to discuss at next committee meeting before next draft is produced.</p> <p>21/05/21: Points resented to committee on Finances, Disposal of assets.</p> <p>01/07/21: Second draft prepared, NW/PN will review before end of July</p> <p>27/07/21: Third draft prepared and will be circulated to full committee for comment. A follow-up session is scheduled for the 21st September to collect all feedback.</p> <p>21/09/21: Review meeting held and updated version issued.</p> <p>15/12/21: Review call held and draft version 6 created</p> <p>17/01/22: Paul updated version 6 with comments, presented to committee during meeting. All are requested to review in order that document can be issued by Mid Feb 22.</p>			
02/02	<p>Investigate options to provide a sink in the large dormitory</p> <p>12/10/21: TH will make proposal at next meeting</p> <p>17/01/22: TH presented the idea of replacing the shelves in the dorms and installing vanity units for the sinks. Options are to be explored further.</p>	<p>30 Sep 21</p> <p>17 Jan 22</p> <p>30 Oct 22</p>	In progress	TH
02/06	<p>Gender allocation of Hut Dorms. Produce guidance which can be used by meet coordinators in the future.</p> <p>12/10/21: AK will make proposal at next meeting</p>	<p>27 Jul 21</p> <p>17 Jan 22</p>	Open	AK
03/04	<p>Update bank signatories and replace Chris Easton with GW</p> <p>01/10/21: still awaiting contact with Chris</p> <p>10/12/21: Chris has been to bank but could not complete transaction. Will continue to try.</p> <p>14/01/22: Terry Reene has written to NatWest for advise on how to proceed.</p>	<p>30 Oct 21</p> <p>17 Jan 22</p> <p>31-Apr-22</p>	In progress	TR
04/01	<p>Ceiling plaster. CL will work with his dad to skim the main social area ceiling as soon as practical</p> <p>17/01/22: TH reported that Charlie's dad had advised the ceiling will cost circa £150 to repair. Expenditure was unanimously agreed and TH will agree date.</p>	30 Mar 22	In progress	CL TH
05/01	Replacement mattresses to be sourced for small dorm.	30 Sep 22	Open	TR
05/02	Investigate options to make September meet an away meet	30 Aug 22	Open	PN

Actions Closed					
Action Ref	Action	Target Date	Status	Owner	Close Date
01/02	Notify the committee of any urgent actions needed to the hut following visit scheduled for 27-30 May.	1 Jun 21	Closed	TR	25 May 21

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	<i>Stream needs usual clearance of moss and vegetation. Ceiling on main room needs paint stripping and replacing. Carpark fence needs attention.</i>				
01/03	Arrange for PAT testing to be undertaken at the hut. TH has spoken to Geoff Langstone and he will arrange a visit.	30 Sep 21	Closed	TH	27 Jul 21
01/04	Advise AP of next hut bookings. <i>Details of next bookings provided</i>	25 May 21	Closed	GW	25 May 21
01/05	Produce and circulate a list of hut maintenance jobs. <i>PN has produced and circulated a list of jobs.</i>	25 May 21	Closed	PN	25 May 21
01/06	Advise outside group ok to stay as long as within regulations. <i>GW has advised the outside group.</i>	25 May 21	Closed	GW	25 May 21
01/07	Produce newsletter for circulation in May. <i>25/05/21: Most articles submitted. AK will provide her update this weekend 27/07/21: CL reported that he had experienced an IT crash losing the document. He will work to reproduce a revised version of the newsletter over the next week. 12/10/21: The newsletter was issued at the beginning of Oct.</i>	25 May 21	Closed	CL	12 Oct 21
01/08	Update trustees document and seek all required signatures. TR has updated the document and it has been sent to Alan Williams for his signature. It will then be sent to Jean Roscoe. <i>25/05/21: TR has updated the document and it has been sent to Alan Williams for his signature. It will then be sent to Jean Roscoe. 22/06/21: Fully signed document has been returned to TR.</i>	30 Sep 21	Closed	TR	26 Jun 21
01/09	Produce and circulate proposal on use of hut by under 18s. <i>NW had circulated a proposal for consideration, and it was agreed at the meeting.</i>	25 May 21	Closed	NW	25 May 21
01/10	Produce proposal on gender and the use of the dorms at the hut, using BMC material as guidance. <i>TR reported that neither the BMC nor similar governing bodies had any clear policy on this</i>	25 May 21	Closed	TR	25 May 21
01/11	Produce advertising flier for club and hut. <i>27/07/21: AK is working with one of her colleagues on the document 12/10/21: This will no longer be required as replaced by business cards.</i>	25 May 21	Cancelled	AK	12 Oct 21
02/01	Propose a date for a Hut Working Party once it is clearer that current Covid restrictions are being lifted and the away meet attendance has been confirmed.	01 Jul 21 01 Oct 21 17 Jan 22	Closed	TH	17 Jan 22

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	<i>12/10/21: TH will propose date for next meeting 17/01/22: July 22 meet is proposed</i>				
02/03	Provide an update on the Hathersage meet. <i>01/06/21: Invite sent to membership</i>	15 Jun 21	Closed	EW	1 Jun 21
02/04	NW to send CL details of Pete Smith fundraising event. <i>28/05/21: Information sent to CL</i>	28 May 21	Closed	NW	28 May 21
02/05	Update the hut manual / hut rules to reflect the changes in use of the hut by under 18s <i>01/07/21: NW has updated the manual and hut rules to reflect the changes. Also sent CL an article for the next newsletter.</i>	30 Jun 21	Closed	NW	01 Jul 21
03/01	Replace water heater in small dorm. <i>12/10/21: TH reported the heater had been changed over but not fully fitted. TR/JH will complete at their Oct meeting 17/01/21: TH confirmed this was completed by Jim in October 21.</i>	30 Oct 21	Closed	TH	
03/02	The outside booking for September by "Jones" appears to be using the hut and carpark in support of a organised race. GW and TR are seeking clarification from race organisers of they proposal. If required AP will liaise with the farm. <i>02/08/21: Michael has apologised for the delay and come back with a full response to myself and Terry R (which I can send to anyone if they wish to see it), but long story short is that they've been very organised and are already in contact with Meurig who they have made arrangements with before. A couple of points to note: -They are paying Meurig to use their UV treated water facility further down the hill. -They will be setting up a gazebo either in front or behind the hut (with the farm's permission) to offer some shelter to runners. Their preference is to do it on the flat section in front of the hut but this is dependant on livestock and they are discussing this with Meurig. -There will only be 3-4 cars in our car park and they don't envisage lots of driving up and down the hut as the marshals will stay there once in position unless there is an emergency. -They are aware that our toilets are fed by water from the hill and therefore there is a limited supply. -They are being completely clear with the farm as to the route and any access points.</i>	30 Aug	Closed	GW/AP	02-Aug-21
03/03	Source new Club business cards <i>11/09/21: PC has circulated updated design and can order 250 for £30 +VAT</i>	30 Sep 21 02 Nov 21	Closed	PC	07 Nov 22

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	<i>12/10/21: PC has ordered 250 cards which will be available in about two weeks. 7/11/21: Cards distributed</i>				
04/02	All to provide feedback on outside group attendee flier before the 19 th Oct, in the meantime the version produced will be used.	19 Oct 21	Closed	All	19 Oct 21

Decisions Agreed			
Ref	Decision	Decision Date	Review Date
1	Raise the annual membership fee to £30 from 1 st Jan 2022.	27 Apr 21	2022 AGM
2	The opening of the hut to members and groups will follow the guidelines of both the Welsh and the English governments. Our policy will be to; <ul style="list-style-type: none"> only allow occupancy to the limits set by the governments. Maintain 72hrs between bookings where possible. Everyone must register with the hut bookings secretary for track and trace. 	27 Apr 21 27 Jul 21	Jun 21 30 Oct 21
3	Retain hut keycode on current settings. 17/01/22: Agreed to retain for the time being	27 Apr 21 17 Jan 22	Dec 21 Dec 22
4	Pete Cartwright was proposed by PN and seconded by AP to join the committee.	27 Apr 21	2022 AGM
5	Use of hut by under 18s. <ul style="list-style-type: none"> MCNW members bring their own children over the age of 12, the parent members must be present at all times; MCNW members may bring other children over the age of 12, in loco parentis and the member must be present at all times; Guests may bring only their children over the age of 12, and the guest must be present at all times. <p>and</p> <ul style="list-style-type: none"> If in loco parentis, a consent form has been duly completed prior to the hut visit and sent to the meet coordinator/committee. <p>No one under18 may stay at the hut in visiting outside groups.</p>	25 May 21	2022 AGM

Next Meeting

Next Meeting			
Date:	4 April 2022	Time	19:30
Location	Zoom		