

Minutes of meeting of FoCL committee, Wednesday , Feb 24, 2022, 12.30- 1.30

1. Present – SB,JD,RM,KR,JU,SW,MW

2. Apologies for absence – JB,RO'M,JS

3. Minutes of 5.1.22 – 2 amendments were made. Item 11 JD's suggestion, substitute "items relating to reducing electricity consumption" for "things". Item 12 – substitute "the team" for SW re executing the change. The amended minutes to be sent to KR for the website.

4. Matters arising not elsewhere on the agenda

a. Norman Trust fund – SW e-mailed Jan 16 to advise alternative system to be used. No reply

5. Treasurer's report – SW circulated copies of accounts. Balance of £16,282.84 includes £4000 grant from Norman Trust. January electricity bill very high (£368) due to open windows.

6. Membership secretary report – SW – 19 paid to date. Rest expected at AGM

7. Simon Armitage visit 26.03.22

Update – JD and subgroup – duties were allocated

- Live streaming to church – set up at 10am – RO'M, Simon Ford helped by Richard Benton + Tony Robinson
- Refreshments in church – drinks JU + SW . JU to acquire extra cups from SSB. Cakes to be on separate table, served on napkins, overseen by KR + JB. Requests for cakes at next coffee morning + via Friends' e-mail (SB)
- Door team – church RM, Richard Benton . Tickets through Eventbrite so will be a list library – MW
- Donations to FoCL linked to refreshments – 3 receptacles required (drinks, cakes, door) JD to liaise with David Fouracre re hiding church card reader .
- Name badges to be worn.

8 Librarian and LU report RO'M –

- LU draft strategy JD attended online meeting , report to be on next agenda. Only 4 other Friends' groups attended, some others had submitted comments.

9. Volunteer matters -SB

- Library Extra –underway, going well. Numbers attending still low. SW to produce posted for next coffee morning March 1st, RM to print.

10. Governance matters – JD had discussed with JS , it was agreed to defer to the 2023 AGM.

- Constitution SB suggested addition of a data protection policy.
- Safe guarding policy Charity status needs to be reviewed after constitution.
- Child protection policy

11. Building matters – heating,window – MM reported that 3 heaters were installed and working, set to be on when people are in. Omission of the 4th heater in the revised plan to be queried. A ventilator is to be fitted on the back wall. Lights could be upgraded to LED – this could be covered by the Norman Trust grant.

12. Website development – SW , MW,KR – KR needs photos of RO'M and Di, SW has sent reminders.

13. AGM 2022 - Thursday April 28, 7.0pm

- **Entertainment** Lesley Emery 15 minutes .JD to ask D Clarke
- **Accounts** have been scrutinised by Crispin Denny
- **Annual report** JD to draft. Also need Agenda + Minutes 2021

14. Queen's Platinum Jubilee FoCL too busy with Simon Armitage to consider organising an event

15. Coly Times – KR March already done. For April, notice of AGM -liaise with SW.

16. AoB none

17. Date of next meeting –Thursday 31st March 12.30

Volunteer hours – $7 \times 1 = 7$ hours