

Minutes of meeting of FoCL committee, Wednesday , Jan 05, 2022, 4pm – 5 pm

1. Present -SB,JB,JD,MM,RM,KR,JU,SW,MW.

2. Apologies for absence - RO'M, JS

3. Minutes of 24.11.21 - accepted

4. Matters arising not elsewhere on the agenda

a. Norman Trust fund – SW e-mail received on Nov 26th acknowledging possibility of our missing the deadline (see Item 11)

b. Name labels for committee members – RO'M - matter resolved by using V lanyards.

5. Treasurer's report – SW -LU paid their final £500 (of £2K) in December

6. Membership secretary report – SW – no change. SB gave out 2 membership forms at yesterday's coffee morning.

7. Simon Armitage visit 26.03.22

Update – JD and subgroup – JS will nudge schools in the near future, they have already received information. No communication received from Caroline (SA's PA) this month.

Live streaming TO the church – Simon Ford will arrange a rehearsal of streaming IN (as streaming so far has only been done OUT) for which RO'M will provide a film.

8 Librarian and LU report RO'M – Thanks to the Jolly Coly event helpers, and to the committee.

JD and SW decided to give Di a Christmas hamper, for which Di thanks the committee.

9. Volunteer matters -SB

- **Library Extra** – up and running. A resident has expressed an interest in becoming a V.

10. Governance matters – JD pending

- **Constitution**
- **Safe guarding policy**
- **Child protection policy**

11. Building matters – MM

Heating - MM has sourced alternative radiators, as the intended ones are still not available. They are oil-filled, not clay. As a variety of sizes are available, it is proposed to fit 1 in the kitchen area, 2 behind racks, and 1 on the wall opposite the librarian desk. They are individually programmable. Instructions will be issued to users not to alter settings. They are in stock and could be on site within a day. The 3 smaller ones can be plugged into sockets, the installation of the large one will require an electrician. Cost is £1300 plus labour. It was unanimously agreed that MM should go ahead. JD suggested that we will need to find other items relating to reducing electricity consumption on which to spend the surplus (from the 4K grant) or return the balance. SW may now update the Norman Trust.

Window – by the door still has a protective film on the outside. It could be replaced by a solid white panel giving more display space – need to ask RO'M / Di

Ventilator – the proposed device will not fit in the ceiling, another solution is required

12. Website development – SW , MW,KR The subgroup were thanked for their huge effort, with the full approval of the committee. In turn, members made suggestions for amendments /

additions to content and presentation. After tweaking, circulation and reporting back, the subgroup will meet again. It was unanimously agreed that the team will execute the change from Bargain host to Wix. KR has negotiated a very favourable discount on the basis of our charitable status. However, as this is technically only for tax purposes, JD pointed out that it requires further exploration re applying for obtaining full charitable trust status within next 2 yrs. In future, committee meeting minutes will not be put on the website until they have been approved at the next meeting.

13. AGM 2022 RM has booked the downstairs room of the Reece Strawbridge Centre from 6.30 to 9.30pm, Thursday April 28th. Jan Lees will not be available to entertain; JD to make contact with Lesley Emery, performance artist.

14. Coly Times – KR was thanked for her efforts. For February, include a note about the website, and a list of FAQs re Simon Armitage, compiled by SB.

15. AoB SB has not been receiving minutes – JU to check the FoCL group list.

16. Date of next meeting –Thursday 24.02.22 at 12.30

Volunteer hours – 8x1 =8 hours