



Committee Meeting 19th September 2025
held at
Frazer Rooms Surfleet PE11 4DA

Present

- Rosemary McClements - Chair
- Mel Gordon – Vice Chair
- Bernice Adcock – Speaker Finder
- Dawn Kent - Treasurer
- Gill Allen – Groups Coordinator
- Lorraine Lenton – committee member

- In attendance
 Wendy McCallum Deputy Group Coordinator
 Bruce Alexander
 Barbara Charity
 Maggie Straite

No.	Item	Action
1	Welcome and Introduction	
2	Apologies for Absence • Sue Morris – Secretary	
3	Minutes of Committee Meeting 31st July • Agreed and signed	
4	Matters Arising not on the Agenda • Risk Assessments to be Passed to the Committee in October for ratification before sending out to Group Leaders	
5	Chair Report • Report circulated and discussed. • Blister packs to be passed to Gill Alan	
6	Recruiting for Committee • 4 Officers nominated to be voted in at AGM • 7 Committee members nomination to be ratified at AGM	
7	Arrangements for AGM • Amanda Reed to provide and serve scones (80 Mixed variety + 5 gluten free) to be served after AGM • Tables to be set out to seat 6 per table	

	• Serviettes, Plastic Knives and paper plates to be provided • Quiz and Pens to be provided for after the meeting • Free Raffle Nominees to be contacted and reminded to attend AGM	RM/MG/BC MG/RM RM RM
8	Treasurers Report • 309 Members have renewed and 18 New Members. 41 Members have not renewed. They will be contacted and reminded that if they do not renew membership, they are not eligible to attend the AGM • End of year surplus subject to Budgets will probably be £7829 • Average cost of speakers has risen from £80 to £100 • Bank Authorisation to be changed after the AGM • Possible question at AGM on surplus. Members will be reminded that the Charities Commission require us to have a 6 month running costs in hand should we have to close.	RM DK
9	Group Co-ordinators report • Difficulty getting responses to emails sent to new members • No issues with groups • Recorder Group now up and running	
10	Speaker Finder • November – Evening with Will • Bernice to investigate magician for the Christmas meeting • Information on future speakers to be passed onto new committee member after AGM	BA BA
11	Report from Social Committee • New members needed for Social Committee. New Committee members to be asked to attend. • 23 have signed up for the October Quiz Night • A £5 shortfall after a recent outing. • 45 seats reserved for November outing to Bertie Fen. Members to be reminded to book asap.	RM
12	AOB • Wayne Morris will continue to support with the website • Request that a storage box be purchased for the electrical equipment. Agreed at a cost of £39 + lock	MG
14	Date of next meeting To be agreed after AGM	

Signed _____ Date _____
Rosemary McClements, Chair