



Minutes Committee Meeting 13th October 2026

Location BMS Shed 1:15

Present Clive, Andy, Ian D, Steve F, Ian L, Ray

Apologies Alick

Secretary Clive

1/2 In the absence of a Chairman Clive opened the meeting. The minutes of the meeting of 13th September 2026 were approved.

3 Matters arising:

Pergola project completed. £150 donation received.

Electrical bike - still no offers received so agreed to put out at Christmas sale, liaise with Kel over price.

7 First aid videos on website - in-hand not complete

4 Treasurer:

The Treasurer presented his report, which is set below:

Treasurer's report October 2026

1) Totals for year as at 21 September 2026: income £17,513.87, expense £4,970.63, bank and cash balance £37,196.11.

2) Reserve funds (as at 21 September 2026):

Relocation fund	£25,918.37	
Rent	£8,333.33	
Insurance	£408.33	Due March 2027
Restricted (Grants)	£1,183.40	See below
Total	£35,843.44	
Balance for general expense	£1,352.67	

3) Summary monthly accounts and members' donations pdf files update on Google drive. **Info.**

4) Outstanding receivables:

- a. Balance for gate.
- b. Buy me a coffee £10

- 5) Major expenses (greater than approximately £100.)
 - a. Business rates £176.00
- 6) Major income (greater than approximately £100).
 - a. £150 for pergola demolition
 - b. £300 for swift boxes
- 7) Grants: Outstanding spend:
 - a. Clarion (CF2) PAT tester: £ £683.40
 - b. MGP Crowd-funder: £500 will be allocated to rent
- 8) Charity Commission: Nothing to report. **Info**
- 9) Business rates: Awaiting extra £200 relief given for Smaller Retail, Hospitality and Leisure. **Info**
- 10) HMRC: Nothing to report. **Info**
- 11) Other:

Noted no action required.

5 Secretary report:

The secretary reported that following the Trustee meeting he was working on a new member pathway and proposed that all new members be subject to a 12 week probationary period. Following a short debate, it was agreed that a 4 week period (with a minimum of 4 attendances) would normally be sufficient, with the caveat that this could be extended in individual cases.

The purpose of the probationary period is described in the new member information sent upon receipt of a completed application and states

“ You will be enrolled as a member for a probationary period of 4 weeks (or 4 attendances whichever is greater). During this time you can settle in, confirm that you are happy and feel safe and we can be sure that you are able to fulfil your obligations safely, harmoniously and make a positive contribution to the Shed.”

In response to a question it was confirmed that the probationary period was not intended to replace the free sessions to look around prior to making an application.

The Secretary reported that the Trustees had been approached by a former member, who had previously resigned and when he reapplied to join, in 2023, was refused membership by Committee, the decision being confirmed by the Trustees at the time, on appeal. The current Trustees, following informal discussion, suggested an application with a probationary period could be considered. However, the Committee members at the meeting, who had not been party to the discussion, took a contrary view. A copy of the letter sent in 2023, with the reasoning given was circulated and it was agreed that there were no material changes in circumstance and therefore a further application if received, would be declined.

The proposed new procedure includes support from “buddies” and Clive has obtained some volunteers (in principle). One new member (Jon) has joined this month and is being inducted using this format.

The Secretary has no accidents to report, but advised 2 dissatisfaction forms had been submitted relating to member behaviour and health and safety concerns over dust. The Committee discussed the underlying issues relating to the complaints and two members undertook to take forward the issues and speak with the individuals concerned. In conjunction with the new member pathway it was agreed details of duty managers would be included on the Members Area and noticeboard. Clive suggested that the dust filtration system over the stores be serviced and relocated over the central work area to assist in the dust problem.

6 Grants:

Thanks to Ian D who, in discussion with Ian L, made a bid for £1000 toward the cost of our racking system project currently being worked on by Geoff.

7 IT:

Ian L reported that several members had expressed interest in learning how to use the laser cutter and confirmed that he would support them in its safe useage

He confirmed that it remained his intention to improve the door entry display and was exploring extending functionality, such as using a touch screen to log in similar to a Dr's surgery.

8 Engineering:

Steve reported that the gate project had been very labour intensive and had not produced a return worthy of the effort. The Committee thanked those and commented on the good publicity on Facebook.

It was agreed that moving items on was a priority and that last week's large donations needed sorting. Steve confirmed he would price up all items for the Engineering section.

9 Woodwork - .

Ray advised that the first batch of Swift boxes had been completed and a good return achieved. The Committee thanked Ray and those that assisted. The next project is to complete is the second batch for Margaret Harker Hall. Ray then outlined pending projects through to February 2027. Clive suggested that a temporary shut down could be called after the sale to allow for a full cleandown and inventory review. It was concluded this would better sit with the storage/racking review being undertaken.

10 Art & Craft

With Alick being absent it was agreed to defer discussion on extending opening times of the Monday session.

11 Follow on from member survey

Following on from the member survey Ian L explained the areas that the Trustees are focusing on:

- 1 - Long term future of the shed, options appraisal - led by Ian L
2. Member journey - Clive

- 3 Sharing of skills and learning - to start with a date capture process Ian L
- 4 Handling of donations - flowchart - Amir
- 5 Houskeeping - Geoff options for storage/racking

12 AOB:

a. Christmas Fayre - 7th November

Jacqui and her support team have progressed well with preparations and have provided a table plan for layout.

Due to ill health Heather is unable to run the tombola and Pauline will be leading on this now. Quality prizes needed, Clive to send out a request to the membership. The Committee asked Ian to pass on our good wishes to Heather for her treatment and recovery.

Items for sale - Clive to liaise with Pete over unsold stock from the Barn sale.

Secretary to write to Brundall Coop managers for prize/donation

b. Christmas lunch - thanks to Ray for arranging this again, at the Acle Memorial Hall - Thursday 10th December. Details and booking to follow.

Date of next Meeting: - the next scheduled meeting is 10th November 2026 @ 13:15