Brundall Men's Shed

Minutes Committee Meeting 10th November 2026

Location	BMS Shed 1:15
Present	Clive, Andy, Ian D, Ian L, Ray, Alick
Apologies	Steve F
Secretary	Clive

1/2 In the absence of a Chairman Clive suggested that the role of chair of the meeting be rotated and Ian L opened the meeting. The minutes of the meeting of 13th October 2026 were approved.

3 Matters arising:

Electric bike - intention had been to sell and split funds with the donor. Unable to secure a good price so Commitee of the view that it should be returned to the donor - Kel to liaise.

It had previously agreed a list of Duty Managers to be added to the notice board and members area of the website. It was concluded that the list needed reviewing and a further call to members to offer to be duty managers be put out - Action CM

The Secretary confirmed that a letter was sent to the former member previously discussed, declining his application to rejoin. - Closed

Dissatisfaction forms reported at the last meeting have been actioned. Appropriate individuals to be updated by Ian L & Steve F to provide ongoing training/support as required - matter closed.

Following our Red Cross First aid training, links to videos are now on our https://www.redcross.org.uk/**first-aid/first-aid**-apps

Find your nearest defibrillator: https://www.defibfinder.uk/…

Metal gates - donation now received, in addition to the cost of materials.

4 Treasurer:

The Treasurer presented his report, which is set below:

Treasurer's report November 2026

Totals for year as at 21 October 2026: income £19,203.87, expense £5,437.47, bank and cash balance £38,419.27.

1) Reserve funds (as at 21 October 2026):

Relocation fund	£25,980.07	
Rent	£9,166.67	
Insurance	£466.67	Due March 2027
Restricted (Grants)	£1,183.40	See below
Total	£36,796.80	
Balance for general expense	£1,622.47	

2) Summary monthly accounts and members' donations pdf files update on Google drive. **Info**.
3) Outstanding receivables:
   a. Buy me a coffee £10
4) Major expenses (greater than approximately £100.)
   a. Business rates £176.00
5) Major income (greater than approximately £100.
   a. £200 for gate donation.
   b. £849.45 for Xmas sale
6) Grants: Outstanding spend:
   a. Clarion (CF2) PAT tester: £ £683.40
   b. MGP Crowd-funder: £500 will be allocated to rent
7) Charity Commission: Nothing to report. **Info**
8) Business rates: Nothing to report. **Info**
9) HMRC: Nothing to report. **Info**
10) Other:

5 Secretary report:

The Secretary reported that Jon had completed his probationary period. There are two new prospective members, no application yet.

Stall at the Forum - 28th & 29th November. The Secretary was made aware of a booking made with the agreement of the former Chairman for a Shed stall at a major Christmas event at the Forum. The members who originally took this commitment on are unable to take it forward due to ill health. It would be a good opportunity to sell high value goods such as Steve R photos (50% commission); wood turning items etc; and promotion of the Shed

It was agreed we would see if any members wished to commit to taking this on.

6 Grants:

Thanks to Ian D who wrote to both branches of the Coop. Blue Coop provided 3 tombola prizes for the fair and the manager submitted an application on our behalf for vouchers to fund a Mince Pies & Nibbles event.

Ian also reported that he had signed us up for a grant which required community support. Ian has posted on Facebook, but members can nominate through this link. It can be done in the Shack if you need any help. Click the link below and follow the instructions.

https://www.facebook.com/share/p/1JA2tHK3wa/

7 IT:

In response to the interest in the laser cutter Ian reported that appropriate goggles had been purchased and a filter for the smoke - Jon assisting in set up.

The door entry upgrade is now operational. You can tap in/out or type your name on the screen. Look out for the scrolling messages.

Ian L has gifted Andy a laptop to overcome the difficulties he was having using the very old Apple Mac computer alongside Microsoft based software - many thanks to Ian. He has another available to any member who could make use of it - runs on Windows 10 and cannot be upgraded and battery no good so can only be used if plugged in. See Ian if you can make use of it.

Ian advised he has created a WhatsApp Community for Brundall Men's Shed, to which all members are invited to join. Within the Community there are then several individual groups - metalwork, art, woodwork etc. It means that smaller groups can communicate without involving people to whom it does not apply. It worked really well with the Saturday group previously. Ian L to circulate a presentation.

8 Engineering: No report

9 Woodwork - .

Ray advised that the swift boxes for Margaret Harker Hall were completed, ready for collection.

A price has been provided for seating at the Brundall Memorial Hall - await response

Timber is due to be delivered soon for a seat to be built for Broadland DC

Postwick noticeboard - pending, further clarification.awaited.

There was a discussion re storage/use/disposal of wood supplies - set against the feeling that some wood has "gone missing" it has been established that some has been cut up as scrap for firewood. This may have included some good quality wood, salvaged and brought in specifically for future projects, and pallet wood that had been painstakingly denailled. Could we take the opportunity to ask members to check with others before any wholesale tidying up and be mindful that 1 person's scrap may be another person's resource. Consideration is being given to organised clean up days, say once a month but no decision was made at this time.

Member requests for new equipment - Ray brought a list of items requested by a member and a discussion ensued on the general principles. It was agreed that purchase requests should routinely be approved if it was for general purpose consumables, having checked with others that we don't have a store elsewhere. New equipment should be considered on a case by case basis, having regard to the expected usage by the individual and others. It was noted that wood glue was being used in large quantities and that in an effort to reduce costs a large bottle had been purchased with the intention of filling smaller containers. Unfortunately the smaller containers cannot be located. It was agreed to purchase more small containers and this should be labelled so they are not thrown away when empty.

10 Art & Craft

Alick advised that a new member was attending and an application form has been supplied. All going well, he did not think there was a general desire to extend the session time .

11 Update on individual Trustee projects:*

1 - Long term future of the shed, options appraisal - led by Ian L - awaiting invoice for 2027 from Broom and security of another year before progressing

2. Member journey - Clive - trialling probationary process already and 2 members offered to be "buddies". Will bring a formalised proposal to a future meeting.

3 Sharing of skills and learning - to start with a date capture process Ian L. Ongoing

4 Handling of donations - flowchart - Amir has produced a flowchart suggesting a standardised way of handling incoming donations. Dependent upon a "quarantine" area being designated - subject to discussions.

5 Housekeeping - Geoff has been liaising with others regarding possible locations for storage and investigating the cost of racking and boxes.

*These updates were discussed at various points through the meeting and the information aggregated under the single agenda heading for ease of reading.

12 Christmas Arrangements:

Following the success of the Fair, which raised £850 on the day, with another £200 in presales, the remaining Christmas arrangements were discussed.

Thanks to Ray for organising the Christmas dinner at the Cantley Cock on the 10th December. This is now fully booked. Please make payment and menu choices.

Christmas opening - following some discussion the following opening times were agreed:

Monday 21st - art open

Tuesday 22nd - open - share lunch 12:00 - 2.30 members and partners only; background Christmas music. (No special guests in view of closeness to Anniversary celebrations).

Wednesday 23rd open - men only

Christmas Eve - Thursday 24th CLOSED

Monday 28th CLOSED

Tuesday 29th CLOSED

Wednesday 30th CLOSED
Thursday 31st CLOSED

Reopen Monday Art 4th January 2027

5th Anniversary celebrations - February 2027

The Committee is mindful of the anniversary and the opportunity to celebrate our success and promote the shed. Various scenarios had been put forward. Ian L brought a proposition on behalf of Terry A, who proposed a Saturday evening event held at either Margaret Harker Hall or Brundall Memorial Hall. He suggested buffet catering and a £10 ticket price for members and guests. He asked that the Shed fund the various dignatories/supporters that we would invite.

The committee felt that the Shed should be the venue and any event built around that principal. Current thoughts being a similar kind of event to previous Mince pie & Nibbles, using the expected funding from the Co op. All to provide suggestions please.

Trustee meeting dates:

2027 dates need to be set

12 AOB:

Christmas dinner money to Ray please.

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