

Calne & District Twinning Association

Minutes of Meeting

7.30pm Wednesday, 16 September 2009

Present: Christine Cooper, Barry Cooper, Margaret Lambe, John Lambe, Mike Tuck, Jean Downham, Mary Gray, Hugh Pilcher-Clayton

Item		Action
1	Apologies Howard Marshall, Malcolm Gull, Jenny Gull, Pippa Jefferson, Terry Thornton	
	Thanks to Christine and Barry for hosting the meeting.	
2	Previous Minutes (22.07.09) These were agreed.	
3	Matters Arising All items had been dealt with. As this item was not discussed the: Policy for supporting youngsters in the community - to go to the next Agenda. (with a view to it being inserted in our Constitution?). Under Correspondence <ul style="list-style-type: none">the Email regarding a Japanese town twinning with us was held over until next meeting.The item re the Trowbridge French Twinning Association's invitation to attend a intermediate-level French Course has not been advertised in our Newsletter as the start date for this course was 16 September.	
	Correspondence Christine read out correspondence: <ul style="list-style-type: none">➤ Copies of the '<i>Eniger</i>' received from Eningen via the Town Council. Once we've looked at them, copies then go to The John Bentley School.➤ Copy of letter sent to Lloyds Bank by Mike. This was in connection with the Bank's failure to provide us with a cheque (in Euros) after going through the process of the bank obtaining details and signatures from Mike and Christine before they could issue the cheque. In the event the cheque did not arrive and so Mike and Christine had to go to the bank again to sign for travellers cheques the day before the visit. Mike reported that he had still not received a reply to that letter.➤ Chippenham and Shaftesbury Twinning Association Newsletters. It was interesting to note some fund-raising ideas. In particular a Horse Race night. Also the idea of a Christmas Dinner for all our members either at some local hostelry or self-catering at, say, Marden House. The dinner should be a social occasion and members pay for their own meals. We need to look at places are available (and good) and then contact the membership. Mary mentioned a safari supper.	

	<p>Mike mentioned the idea of a pub meal where we could charge, say, £10 per head, and the pub provides the meal for £8. This is another fund-raising idea. After discussion it was decided to bear these ideas in mind and to discuss more fully at the next meeting. Also to bring them up at the AGM. It was noted that Shaftesbury Newsletter printed the telephone numbers of the Committee members. Christine asked if those members present objected to their telephone numbers being produced on our own Newsletter. All said they were OK with this, but one member would prefer not to publicise their telephone number as it was an ex-directory number. As several members were absent from this meeting, Christine will not proceed until she has the views of all members.</p> <ul style="list-style-type: none"> ➤ Information had been received with regard to Wootton Bassett hosting a Karnival "Sitzung" in Wootton Bassett. It was agreed to put a small piece in our Newsletter, advertising this event. ➤ Christine had received an e-mail from David Spens with regard to payment for the Kitchen for the Mardi Gras. The Marden House Committee had decided to reduce the cost of the hire of the kitchen from £20 to £12. We are now owed £8. After discussion it was agreed to request the refund of the £8. 	
5	<p>Calendar of Events</p> <p>5.1 <i>Walk and Cream Tea.</i> This had been a huge success. We managed to raise in excess of £200 – which was brilliant for us. We hope to do it again in the future, with a different route. A huge thank you to all involved.</p> <p>5.2 <i>June 2010 Visit.</i> Christine reported that she, Barry, Malcolm and Jenny had visited Gloucester Quays and met with the Chair and his wife of Gloslinks Twinning Association. After a visit to the Quays , lunch and a visit to Gloucester Cathedral a programme for the Friday of the visit started to take shape. Christine asked the Committee if they were happy that we should visit Gloucester and it was agreed unanimously.</p> <p>The Committee agreed with the programme for the day at Gloucester. Jean wondered whether the Cathedral café/restaurant would be able to provide a lunch. Christine said she would find out. Hugh noted that the evening Concert was down on the programme as 7.30pm. He has organised for the event to start at 8.00pm. This was noted and would be taken to the 2010 Committee. She couldn't see that there would be a problem with this start.</p> <p>Christine also reported on the second visit to Gloucester to attend the farewell supper for their German visitors from Trier. She mentioned the stand alone banner and their brochures. It was also good to see how other Associations conduct their visits and to know we work in a similar way. We looked through the draft programme for the visit and to Malcolm's notes. It was agreed that we are fairly well on with our planning. It is the matter of numbers attending and finding accommodation. Margaret reported that she was experiencing some difficulty in obtaining the correct information from Caln. They had requested a copy of the programme. Margaret will send them the draft copy that Malcolm has provided. A date for the next 2010 sub-committee was agreed – Wednesday, 11 November, 7.30 at Christine and Barry's.</p>	

	<p>5.3 Skittles. Mike reported that the Woodlands Club had very few dates available to us as Skittles seems to be increasing in popularity. It was agreed that we opt for Woodlands on Saturday, 17 October. Christine said that once she had received confirmation of the booking and an approximate cost from Mike for the food (Woodlands provide this) she would send out a flyer with the Newsletter. This flyer would have a reply slip and end-date, so that we had a reasonable idea of numbers. The cost of the Skittles Alley is free but we will need to pay £12 for the 'Sticker Up'.</p> <p>5.4 Car Boot Sale. Christine reported that there was uncertainty as to whether Dauntsey Car Boot Sale was still running. She had seen in the paper that it ran from Easter to September – was that the beginning or the end of September? She had tried to find out but without success. It maybe that we will need to go to Seend. Christine would check and let those present know.</p>	
6	<p>AGM</p> <p>6.1 Christine asked those present to consider paragraph 10 of the Constitution <i>The officers and Committee shall be elected for a three year period and shall retire by rotation according to the schedule below: Chairman, Secretary, Treasurer, + at least 3 members</i> and remove the '+ at least 3 members'. After discussion it was agreed that should stay as a safeguard for the future. Members can retire after their second 3 year period and be invited back on again if it is the wish of the member and the committee. Mike requested that the Accounts for the year be audited as at 30 September and not 31 October as currently laid down in the Constitution. He noted that previous years the accounts were as of 30 September. This enables the accounts to be audited and presented in time for the AGM.</p> <p>The Committee discussed the need of a Vice Chairman in order to facilitate some continuity between the Chair retiring and a new Chair taking over. Hugh agreed to act in this capacity in the short-term but he would not wish to take this role on a permanent basis. It was agreed that we take the proposition of creating a Vice Chairman to the AGM. Those present at the meeting confirmed they were willing to continue in their present capacities.</p> <p>6.2 It was also agreed to hold a Bangers and Mash style supper on the evening. Members of the Committee offered their support in the preparation and serving of this type of supper. This information needs to go in the flyer to go out with the AGM papers.</p>	
7	<p>Financial Report</p> <p>7.1 Financial Status. Mike reported that, on the whole, our finances are sound. He took us through the accounts – we have £43.15 in cash and £648.73 in the current account. In the savings account we have £1004.25. We also have the Grants from the Council, standing at £2002.96. This last amount will be used for the 2010 visit. We have paid our Liability Insurance and have purchased a gazebo with side panels for future use of the Association. We made a donation of £10 to Dorothy House who very kindly lent us crockery and glassware for our Cream Tea.</p>	

	<p>7.2 Report on Funding Meeting with the Charities Information Bureau. Hugh, along with one of our new members, had visited the CIB. The purpose of the visit was to see what opportunities there were for us to get funding for our Association. Nothing new came out of the meeting that we haven't tried already. It would appear that as we are not a charity we would not be able to obtain grants or funding, as it seems to be that priority is given to those 'in need'. What did come out of the meeting was that we need to get involved as much as we can in the local area partnership (which Malcolm is already involved). We need also to understand how we want to sell ourselves, ie what are we providing, what benefits is the Association giving to the local community – we need to re- package ourselves and state what we can offer to a potential new member. It was suggested that we leave some of these leaflets in the Calne Information Office.</p> <p>As a start we can perhaps look, in the New Year, at our leaflets and perhaps get a more professional looking document and also look at the wording and how we sell ourselves through this medium.</p> <p>7.3 Twinning Clothing and Sales Update .Margaret reported that there was no change from the last meeting. We now have one sweatshirt, one polo shirt and one fleece remaining from the original order. We are eight garments short of breaking even on the original outlay for the artwork for the badge. We also have seven caps at £11 each.</p>	
8	<p>Membership Report Update</p> <p>As Pippa was absent she had e-mailed information to Christine. It was reported that we have 5 new members . Our membership now stands at 66.</p>	
9	<p>Schools Information</p> <p>Christine had nothing to report at this meeting, as the schools had been on holiday since the last meeting.</p>	
10	<p>Round the Table AOB</p> <p>Christine reported that the next Wessex Forum meeting was to be held at The John Bentley School on Wednesday, 14 October. All members of the Committee were welcome to attend. There would be a short Powerpoint presentation from Calne. Christine will not be attending, but Malcolm will and Barry has agreed to do the presentation.</p>	
11	<p>Date and Venue of Next Meeting</p> <p>7.30 pm on Wednesday, 21 October. The meeting closed at 9.00(ish)</p>	