

Meeting of the Executive Committee of the Bishop Beveridge Club held on
Monday 2 June 2025 at 2.30 pm. at the club

Present: Val Gillings, Mike Neale, Di Cave, John Fletcher, Helen Slack, Jenny Cox, Honor Neale and Ginnie Willcocks in the chair.

Action

1. Welcome: Ginnie welcomed everyone to the meeting.

2. Apologies: Andrew Webster, Sue Graham, Angie Sharpe, Pete Cantle and Richard Hudson.

3. Minutes of the previous meeting 28 April 2025

With a couple of corrections recorded in the filed copy these were accepted as a true record of the meeting and signed by the chair.

4. Matters arising:

a. and c. Outside noticeboard and wooden baton – Ginnie to write note of thanks to Nick for both pieces of work

GW

b. Selling old LED lights on Ebay – Ginnie asked if anyone has experience of selling things on eBay as she hadn't; no affirmative responses – possibly ask any younger generation family members

All

c. Professional clean of cookers – carried out last Friday afternoon – Ginnie to circulate details of the form who were very efficient.

GW

5. Treasurer's Report

a. April report - the accounts for April had been circulated with the agenda but Sue was not present to present them. Again it was good to see that there had been lots of lettings. Query over £445 listed under date heading. The financial report for April was unanimously approved.

b. Further investment – Honor had circulated details of a further investment of £10,000 in a savings account with Cambridge and Counties Bank in a 1 year fixed rate bond paying 4.4% which she had completed. – many thanks to her for arranging.

c. Barclays account – in hand.

d. Club debit card – Sue and Mike to sort.

e. Grants: we should consider possible grants for work on the kitchen – see later item

SG/MN

6. Club Diary

a. Previous events feedback:

VE Day coffee morning had gone very well with numerous positive comments

Boat Trip – many thanks to John; had gone well but could have had a few more to fill the boat - there was competition from the VE Day celebration in the village

Lichfield coach outing – again very good but hard work

Film "Firebrand" was really good

Bingo – usual crowd; there would be lots of potential prizes left over from the tombola at the Spring Sale

The talk about the Royal Yacht had been particularly enjoyable, the speaker was interesting and experienced

May Spring Sale had been well attended although still not by lots of members; it had raised over £400 and had been good for fellowship of those who did attend and had raised the club's profile. Val noted that there had been an excellent number of cakes on the cake stall. There was discussion about the clothes swap and it was agreed that it might go better at a coffee morning.

b. Forthcoming Events and Spreadsheet update

• Ulverscroft Grange Afternoon Tea 4 June; 21 names on list and lifts all sorted; everything in hand.

GW

• Strawberry Tea and walking treasure hunt Wednesday 2 July – all in hand; Ginnie looking after food, Mike the Treasure Hunt.

GW/MN

c. Entertainment Planning –

• Individual –

- i. Harvest celebration – Wednesday 10 September; it is the Catholics turn to lead this – Mike to arrange; he will also arrange the Carol Service for Wednesday 10 December to be led by the Baptists

MN

- ii. Birthday Teas 1 and 8 October – Ginnie to speak to the Cons club

GW

- **Films:** Golden oldie Monday 6 October – “Whistle down the wind” Pete to check if this is available on DVD.

PC

- **Talks:** - Ginnie has spoken to Joyce about a talk on Blood Bikes and suggested April 2026 but agreed to check the dates for Easter. It falls quite early in the month so a talk can be booked for 29 April – Ginnie to book the talk and let Joyce know.

GW

- **Curve:** January 2026 “The Sound of Music” booking will still go ahead.

d. Coach Outings

- Hartington and Buxton Tuesday 10 June – bookings gone well coach nearly full
- York Thursday 17 July – Honor organising, Mike to produce poster which will be put on display and the list available once the Buxton trip is over ie Wednesday 11 June
- Hunstanton Monday 11 August
- Future – nothing firm yet possibilities include Waddesdon Manor in Buckinghamshire and Gates at Oakham; Val said she would be happy to organise the latter.

HN/MN

VG

e. Bookings:

- Update from Angie – in an email update Angie reported the following:-
Letters have been sent to all regular users re the new terms from 1 July.
An email has been sent to all occasional users attaching the letter from Ginnie for their attention
The bookings forms have been adjusted to show the new conditions.

GW

7. Current Work

- a. IT: problem with the radio-microphone, resolved.
- b. LED light: work complete; the dimmer switch might take a little getting used to as some people are not finding it easy to operate smoothly.
- c. PAT Testing total cost was £66
- d. Heating control via Hive – hoping to get Joyce replaced as administrator when the technician next comes.

AS/JF

8. Membership

a. General:

John reported a few new members; Honor still to visit Betty Turner; Sylvia Steane is laid up at present; Joyce now has a boot; Honor read out a “Thank you” card from Mike. Mike informed John that Derek Johnson now has his driving licence back so might be able to help with transport again

HN

JF

- b. Notable dates: there were four 80th birthdays in May!

9. Health and Safety

- a. Report for April: nothing to report.
- b. Fire safety Inspection: items outstanding from the original inspection were:-
- A new Fire Risk Assessment should be compiled, containing information on occupancy figures, fire extinguishers and exit routes etc.
 - Complete the fire safety management template.
 - Document the tests carried out on emergency lighting, smoke alarms etc.
 - Consider an additional smoke detector in the main hall.

JF

Mike would look into completing the first two items; John confirmed that he documents the various tests that are carried out; John has a smoke alarm which he will fit in the low ceiling area of the hall

MN

JF

- c. Food hygiene – the design from Howden’s has been received; we are struggling to find firms to quote; Honor has one potential firm that she has used and will pass details on to Angie; if anyone can think of other suitable firms, please let Angie know. Ginnie offered to look through potential grant givers to see if she can find anyone suitable.

HN

All

GW

10. Newsletter

- a. Next issue due June – John will produce next week
b. Website, Facebook, PR – these are being updated on a regular basis.

JF

11. Correspondence

- a. Email 30 April certificate for maintenance of fire extinguishers received from Firestop
b. Email 5 May monthly funding bulletin from Leicestershire County Council via Wendy
c. Email 12 May quotes from Mittons for LED lights and PAT Testing
d. Email 16 May from Wendy giving details of Spar grants
e. Email 27 May from Bob Johnson containing draft leaflet
f. Email 27 May from Judith Rogers with information on possible talk about Japanese Gardens – forwarded to Joyce but too expensive
g. Email 30 May from Cathedral Hygiene Services new contract – forwarded to Sue

SG

12. AOB

- a. A friend of Rosaria named Sue Poxon and her husband have joined the club and indicated that she is interested in helping possibly with the Friday lunches and coach trips.
b. Possible visit under the National Gardens Scheme – the Manor House in Cossington – after discussion it was decided that this would be better next year.
c. Succession planning – in the light of Ginnie giving notice that she will not continue as chair next year a discussion was held about succession planning. There was a long, useful discussion which is difficult to summarise but essentially could be covered by three words – CHANGE, DELEGATION, TEAMWORK. It is clear that the role of the chair does change with the individual appointed but Ginnie and her predecessors almost certainly took on much more than a chair should partly because of changing circumstances but also by tradition. We need to review the role of the chair (and possibly other roles on the committee) to ensure that whoever is elected is not overburdened. The most likely way to improve matters would be to work more in teams; to that end Ginnie offered to put together her ideas on how best to implement this for the different club events and activities.

GW

12. Date of Next Meeting

Next meeting - Monday 23 June 2025 at 2.00pm – apologies from Val.

All

The meeting closed at 4.05pm.