

ROMSEY MEN'S SHED	TRUSTEE MEETING	
Date	4 th April 2023	
Time	19.30 pm	
Place	1 Coltsfoot Walk	
Present	Don Snowsill DS Malcolm Kail MK Richard Rose RR	Ron Bowater RB Trevor Bond TB Tony Blackmoor AB
Apologies		

		Action
1	Minutes of last meeting 17th January 2023	
1.1	The minutes were agreed to be an accurate record of the meeting.	
2	Actions from last meeting	
2.1	The actions at 3.3 and 5.1 had been completed.	
3	Financial report	
3.1	The Treasurer reported that the current balance in the account was £5,196.74 (including the £2k regarded as the reserve). It was noted that significant amounts were owed to the Dr Peter Centre and to various speakers.	
3.2	It was noted that income arising from the Repair Shed, craft sales and various community projects was very healthy.	
4	Temporary shelter planning issue	
4.1	It was noted that TVBC had received a complaint about the temporary shelter. The TVBC advisor had indicated that there would not have been an issue if the shelter had been erected on a private property but the Planning Officer had ruled that it did not qualify as Permitted Development. The advisor suggested that the shed had 3 options; <ul style="list-style-type: none"> - Demolish the structure. - Make a retrospective planning application. - Do nothing - in which case TVBC might issue an order for it to be demolished. 	
4.2	After some discussion it was agreed that a retrospective planning application should be submitted. It was hoped that the TVBC advisor would be able to offer help and advice to assist in the formulation of the application and that additional time would be allowed for submission. RB agreed to liaise with TVBC and to formulate the application.	RB
5	Workshop H&S regime	
5.1	Concerns of Trustees and some Members about H&S issues in the workshop were discussed at length. It was agreed that with more and more Members using the workshop, with no formal regime in place to offer training in the use of equipment, the Shed could be embarrassed and could face insurance difficulties in the event of a mishap.	
5.2	RR indicated that all the necessary forms were in place for 'self-certification' and the system just needed to be implemented. The system would require a Member to sign a form relevant to each item of equipment he wished to use to indicate that he is experienced in the use of such equipment or has been shown how to use it and, most importantly, believes that he is competent to use it.	

5.3	It was agreed that the system should be more formally launched and implemented. MK agreed to raise the issue at future weekly meetings. AT agreed to make all documentation readily available for Members to complete.	MK AT
6	Membership: renewals, numbers and induction	
6.1	It was noted that 6 Members had resigned rather than renew Membership and 8 in total had failed to renew. 55 had renewed and 2 further new Members had since joined. It was further noted that, on average, there were 2 new Members applying each month. Designated sessions to meet and great new Members seemed to be working well. MK agreed to prepare and distribute for comment an information sheet for new Members giving WhatsApp addresses, workshop arrangements etc.	MK
6.2	As on many other occasions the issue of potential Members who need some sort of care and support was discussed at length with no particular conclusions other than the acceptance that each case would have to be considered on its merits.	
7	Trustee positions	
7.1	The agreement at a previous meeting that the number of Trustees would be increased to a maximum of 8 had been made known to Members with the hope that one or Members would show an interest in becoming a Trustee. Paul Grist had subsequently registered an interest and it was agreed that MK should invite him to the next Trustees meeting for him to judge what would be involved and what he could contribute as a Trustee.	MK
8	Volunteer arrangements for tidying Shed premises and maintenance of supplies	
8.1	MK tabled a proposed check list of duties expected of a volunteer or group of volunteers to 'maintain' the workshop and social shed for a month. This was approved subject to removing any duties at weekly Dr Peter meetings where all necessary arrangements are already well covered. It was agreed the MK should seek volunteers at the next weekly meeting.	MK
9	AOB	
9.1	It was agreed that any further work on the temporary shelter, once the current work on one side is completed, should be paused until the outcome of the planning issue.	
9.2	It was noted that there was no router in the workshop suitable for use with the new router table. It was agreed that TB should purchase a suitable router.	TB
9.3	TB suggested that the leader of the Freedom Church might be a suitable speaker at a weekly meeting to talk about the new buildings being planned for the church. It was agreed that MK should ask the Members whether they would welcome this. It was noted that a suitable speaker from Romsey Historical Society had been contacted.	