

# Poringland & District Men's Shed

## Minutes

Date: 21<sup>st</sup> January 2016

Time: 19:00hrs @ The Royal Oak Poringland

Attendees Steve Dowall, Henry Gowman, Roy Burson, Les Banks, Tim Ridgely

Absent Mike Bardzil

November minutes agreed.

## ACTION BY

- HG asked that no expenditure for the Eco-toilet be incurred until Saffron has agreed funding. We should know the outcome early March.
- RB updated us on estimated costs of utilities & he has ensured that we will not be charged for sewage.

HG

## New Business

- Local shop is closing down & is donating unwanted shelving for our use. Additionally we have agreed to use surplus shelves to shelve out Brooke Village Hall shed.
- LB distributed progress report on refurbishment
- TR to contact his nephew ref brick repairs
- TR to provide a portable butane gas heater
- TR to contact Kai at NMS re refurb of forge fire

TR

TR

## Communication

- HG to contact his brother re Romsey MS flyer template
- SD to meet up with Matt Sims at NMS ref creating a PDMS website

HG

SD

## Finances

- RB gave an update on our financial position and budgetary controls for the various grants.

## H&S

- RB & HG agreed to meet & TR will provide NMS templates to create necessary H&S and induction documentation
- 7 members to attend a First Aid course on 15<sup>th</sup> Feb
- All members/attendees should be signing in & providing an InCaseofEmergency (ICE) telephone number. As a back up SD will input all known members phone numbers into MS mobile phone .

RB,HG,TR

ALL RP's

SD

## AGM

- This will take place on **Tuesday 1<sup>st</sup> March** @ The Forge. Prior to this the Forge should be "tidied up"
- HG will invite guests. John Overton will present his "Big Cheque"

ALL

HG

