



Minutes of Bembridge Friendship Circle meeting held on 27th
June 2018 at 14.00 in the Parish Office, 5 Foreland Road

Present: Mrs M Donlon (Chairman), Mrs S Weedall, Mr P Wray, Mrs M Sullivan, Mrs E Goldring (Secretary) and Mrs J McDade (Treasurer)

1. APOLOGIES FOR ABSENCE

To receive apologies for absence

Apologies received from Mr Mark Batin. Resignations received from Mr M Tarrant (Trustee) and Mr G Kendall, Chairman Luncheon Club

2. MINUTES OF THE LAST MEETING

To receive for approval minutes of the Bembridge Friendship Circle meeting held 18th December 2017

RESOLVED: Approved minutes of the Bembridge Friendship Circle meeting held 18th December 2017

3. ACCOUNTS

- To note accounts up to June 2018

Balances: Treasurers Account £11,801.60, Instant Access Account £2,273.77, 2 year High Interest Account £15,000.

RESOLVED: Agreed to transfer £5,000 from Treasurers Account to the Instant Access Account

- To agree audit of accounts

RESOLVED: Agreed to ask Mrs Gill Rogers if she would carry out the audit

4. CONSTITUTION/GOVERNANCE

To consider advice from Wellers Hedley's regarding amending the Charity to become a Charitable Incorporate Organisation (CIO)

RESOLVED:

- Draft constitution widening objectives and have checked by Wellers Hedleys
- Approved new Bembridge Friendship Circle Logo

5. TRUSTEES

To note resignation of Mr Mike Tarrant as trustee and appoint Mrs Marianne Sullivan as new trustee

RESOLVED: Agreed to appoint Mrs Marianne Sullivan as new trustee

6. COMMUNITY BUS

To receive an update on the running of the Community Bus

Report from Mark Batin: I have had a look at the accounts for the 'bus and it all seems healthy. I am still looking into the best replacement vehicle for when it becomes necessary and I'm monitoring the government transport website for 'free 'bus' opportunities. We may have to consider some compromises on size and equipment to make a replacement economically viable; however, I think that we can keep the present vehicle going for a few more years so none of this is urgent.

7. LUNCH CLUB

- To note the resignation of Mrs Tina Wooding co-ordinator
- To receive an update on the running of the lunch club
- To agree tasks required of the secretary and treasurer
- To organise training

Noted resignation of Mrs Wooding and Mr Gordon Kendall. Lunch Club caters for approx. 30-40 on Tuesday and Thursday, and requires at least 6-8 volunteers as well as the chef and co-ordinator who takes bookings, liaises with minibus and organises the volunteers.

RESOLVED:

- Once constitution is drafted produce all policies required
- Arrange health & safety training
- Arrange food safety training
- Arrange how to run a charity training
- Arrange meeting with Lunch Club volunteers
- Ask for paperwork and financial information from Lunch Club

8. COFFEE MORNING

To receive an update on the coffee mornings

Shortage of volunteers for the next coffee morning. Sheila and Jacqui will help out. Need more bric –a-brac to sell. Would like a Bembridge Friendship Circle flyer that could be given out at events. Would like mugs with Friendship Circle advertising and a teardrop banner.

RESOLVED:

- Advertise for more Coffee Morning volunteers and bric-a-brac.
- Purchase a teardrop banner with new logo.
- Get quotes for mugs with new logo.
- Laminate 150 Club numbers so they can be reused

9. GARAGE

To note the lease of the garage runs to 1st December 2019 and to commence discussions with the Church regarding renewal

RESOLVED: Agreed to get a quote from Mark Willey for the renewal of the lease on the same terms.

DATE OF NEXT MEETING

To confirm date and venue of next meeting 2.00pm, Wed 19th September Parish Office

Signed: **Dated:**.....