

NAPHILL & WALTER'S ASH GAZETTE

MINUTES OF COMMITTEE MEETING

held on Wednesday 15th January 2020 at 158 Main Road, Naphill

Postponed from 8<sup>th</sup> January 2020

**Present:** Sonia Goby (Editor/Chairperson), Paul Goby (Photographic Coordinator), Peter Davis (Webmaster) and Judy Whitehouse (Treasurer). The minutes were taken by Peter Davis.

**1. Apologies for absence:** none

**2. Minutes of the last meeting (191211)**

The minutes were agreed, and signed by the Editor

**3. Matters rising:**

Residents Association page on the website tidied up

Web page for reference documents is now live

**4. Treasurer Report:**

Current Account £5,562.90 Reserve Account £388 Petty Cash £28.07

Telephone and online banking being setup

Action: Judy

Potential £1000 increase in revenue by changing from black and white adverts to colour

All adverts being brought inline so that all payments are due in the same month

Action: Judy

More people required to deliver the Gazette

Action: Sonia

£5000 to be kept as reserve

**5. Charity Status:**

After being reviewed the following section of the draft Constitution to be updated

3.(a)&(b), 11.(4), 12.(a)&(b), 16.(1)

Action: Judy

**6. Review Appendix Items:**

All items in the Appendix list were reviewed and some removed as they had been actioned, no longer relevant or were now an item on the agenda till resolved.

**7. Any Other Business:**

Paul Goby to become Secretary, to be ratified at the next AGM together with all the Officers and Trustees

Request to consider layout of existing menu on our website. This was reviewed and will remain as is.

8. **Date of next meeting:**

When possible committee meetings will be held on the second Wednesday of each month

12<sup>th</sup> February 2020

11<sup>th</sup> March 2020

8<sup>th</sup> April 2020 (date to be changed – JW holiday)

Sonia Goby  
Editor and Chairperson  
12<sup>th</sup> February 2020

**APPENDIX**

Items deferred to future committee meetings

Updated 200115

Putting up the cost of the Gazette from £3 to £4 in 2021. (Meetings 191002 and 1911136)

Job descriptions/definition, (Editor, Secretary, Treasurer) (Meeting 19/10/09)

All the Officers and Trustees to be ratified at the next AGM (Meeting 20/01/15)