

NAPHILL & WALTER'S ASH GAZETTE

MINUTES OF COMMITTEE MEETING

held on Wednesday 12th February 2020 at 158 Main Road, Naphill

Present: Sonia Goby (Editor/Chairperson), Paul Goby (Secretary/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 (200115)

The minutes were agreed, and signed by the Editor

3. Matters arising:

Minutes to be published on the website under new heading 'Gazette Business'

Action: Peter

4. Treasurer Report:

Current Account £14,828.00 Reserve Account £388.51 Petty Cash £20.15

Telephone and online banking being setup waiting on bank

Action: Judy

Advertisers – couple outstanding – being chased

To stop any confusion as to the cost of the Gazette the cover will have '£3 per annum' or words to that effect printed on it.

Action: Sonia

Unpaid subs will be chased twice more after the initial request then no more Gazettes will be delivered

Action: Ian via Judy

Mileage for distribution manager agreed.

5. Charity Status:

Draft Constitution updated. Updated version to be sent to the Charities Commission and a copy placed on the website under 'Gazette Business'

Action: Judy/Peter

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:

Spoof emails. "We do not respond to any request for payments will not be paid until fully investigated.

8. Date of next meeting:

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

11th March 2020
8th April 2020 (date to be changed – JW holiday)

Sonia Goby
Editor and Chairperson
11th March 2020

APPENDIX

Items deferred to future committee meetings

Updated 200212

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

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

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