Minutes of Committee Meeting
Held on Tuesday 5th August 2025 at 2.00 p.m. at Christchurch, Clarendon Park Road

Host & Chair: Karen Closs (Secretary) Karen chaired the meeting as Neil was unwell, and Angie did not want to.

Present: Neil Taylor (Chair); Angie Barnes (Vice Chair & membership Secretary); Dave Barnes (Treasurer); Karen Closs (Secretary); Glyn Bray (Publicity); Sandra Barker (Hospitality & Wellbeing); Sue Took (Groups & Trips Co-ordinator); Phil Proud (Asset Keeper); Bob Collins; Pam Harrison

Apologies: None

1. **Minutes of the Committee Meetings on 27th May 2025, 1st July & 5th August 2025**
   These have not yet been done but several of the committee members have not read them, so approval was deferred to the next meeting. Karen will pass them to Sue. It will be Neil that needs to sign them as the was the Chair at the meetings. **ACTION SUE**

2. **Matters Arising (not on the agenda)**
   None

3. **Secretary's Business –**
   a. Committee Changes

      Chair – Neil is stepping down with immediate effect due to health issues. His written resignation was handed to the committee.

      Vice Chair – Angie does not want to chair meetings, introduce speakers or step into any element of the Chair's role and so resigned as Vice Chair but will remain on the committee as Membership Secretary.

      Secretary – Karen has been struggling with personal health issues and caring responsibilities for some time so also stood down with immediate effect and handed her written resignation to the committee.

      Treasurer – Dave indicated that he will not be re-standing at the AGM in March.

      Email to Members & Minutes– Karen asked who will do the email to members. Nobody volunteered. Karen asked if the committee wanted her to do this as final act as Secretary. This was proposed by Sue, seconded by Pam and agreed unanimously. Karen and Neil will therefore stay for the remainder of the meeting which Karen will continue to chair but will not vote on any proceeding for the rest of the meeting. **ACTION KAREN**

   Karen asked whether any of the current committee would take on these roles, but nobody wanted to. Karen explained therefore that the remaining members of the committee need to call an EGM & highlighted the relevant clauses of the constitution.

   At this point Bob said that he was willing to be Interim Chair but only until the AGM. This was proposed by Sandra, seconded by Sue and agreed unanimously.

   Similarly, Sue agreed to be interim secretary only until the AGM. This was proposed by Sandra, seconded by Angie and agreed unanimously.

   All records will be passed over accordingly.

b. Banking – This creates a banking issue. It was agreed that Bob or Sue need to agree by email transactions until such time as Dave has added Bob and Sue to the bank account and the Committee may wish to review the finance policy.
c. Committee Liaison – Newsletter will need a new CLP. Phil volunteered This was proposed by Glyn, seconded by Sandra and agreed unanimously.
d. Minutes – Similarly Karen asked if anyone was prepared to do the minutes of this meeting or whether the committee wanted her to do them and again it was agreed unanimously that Karen do them.

4. Any Other Business

a. Garden Party
Angie asked if we are now opening up the garden party to partners. This was proposed by Phil, seconded by Sue and agreed unanimously. Angie will email members. **ACTION ANGIE**
b. Trip – Sue also asked about opening up the trip to partners. This was proposed by Sandra, seconded by Bob and agreed unanimously. Sue will email members. **ACTION SUE**

Holidays:

Phil 2nd – 9th September

Date & Time of next meeting – Tuesday 26th August 2025 at 2 p.m.

The meeting closed at 15:10 p.m.