

Present:

Mike Turff (Chair), Lyn Holmes, Olwen Smith, Olivia Pyne

Apologies for Absence:

Alice Robson

1. Welcome and declarations of conflict of interest

MT opened the meeting and welcomed all. Olwen declared a conflict of interest as her husband, John, will be proposed as the new Groups Co-ordinator and committee member.

2. Minutes of the last meeting

2.1 The minutes of 11th July were approved and signed as an accurate record. These confirmed Olwen Smith as the new Treasurer.

2.2 Matters arising/action list

Nil.

3. Finance

3.1 Lloyds Bank signatories: It was proposed and unanimously agreed that Michael Turff, Lynda Holmes and Olivia Pyne are to be **added** as signatories to the Lloyds Bank account.

3.2 Lloyds Bank signatories – It was proposed and unanimously agreed that Stephen Rixon, Christine Chittock & Ian McLaughlin are to be **removed** as signatories for the Lloyds bank account.

3.3 HSBC Bank signatories – It was proposed and agreed that Olwen Smith, Michael Turff, Lynda Holmes & Olivia Pyne are to be **added** as signatories to the HSBC bank account.

3.4 HSBC Bank signatories – It was proposed and agreed that Christine Chittock, Melanie Parker, Jan Harper-Shea, Ian McLaughlin and Richard Morgan are to be **removed** as signatories for the HSBC bank account.

4. Committee Responsibilities Changes/Additions

4.1 It was proposed and agreed that Nigel Day would be the new Membership Secretary (and Committee Member) and Pam Turff would become the Assistant Membership Secretary.

4.2 It was proposed and agreed that John Smith would be the new Groups Coordinator (and Committee Member).

5. Fit and Proper Persons

5.1 It was agreed that all members of the committee with control over finances should complete and sign the form as fit and proper persons. These forms are to be retained and stored with this copy of the minutes in case HMRC wish to see them.

6. Any Other Business

Nil.

7. Date of Next Meeting

The next meeting will be held on 12th September 2023.

8 Close

The meeting closed at 6:14pm.