

**Committee Meeting – Thursday 26 January 2023**

**Attendees:** Lesley Hudspith (Vice Chair & Pdi Secretary),Mandy Hedley (Programme Secretary), Jacqui Turnbull (Secretary), Dave Bilclough (Treasurer), Jen Page (Committee Member), Shawn Wallwork (Committee Member)

**Apologies**: Graeme Snowball (Chair), Jamie Welsh (Print Secretary), Vera Singh (Committee Member, Barry Singh (Committee Member)

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**Welcome**

Jacqui welcomed everyone to the meeting. Items discussed were as per the agenda which is listed below the actions points from the last meeting.

**Summary of Last Actions**

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|  | **Action** | **Assigned** | **Status** |
| 1 | Remind members to create an image gallery on the club’s website.  | Lesley | Cleared. Reminder issued in newsletter.  |
| 2 | Show members how to create an image gallery on the club’s website.  | Jacqui | Planned for Shawn’s photoshop eve. Rescheduled for Tues 31 January. Cleared.  |
| 3 | To provide a simplified guide for the NCPF Annuals Comp.  | Jen | Summary with committee for review.  |
| 4 | To make enquiries about accommodation options for next year’s trip. | Jacqui | Cleared.  |
| 5 | Seek interest in a Christmas night out.  | Lesley/Vera | Lesley to add to newsletter and Vera to organise the booking. Cleared.  |

**Items Discussed**

* WCC Twitter Account
* Additional Signatory for bank paperwork
* NCPF Annuals Competition
* NCPF AGM
* NCPF Beamish Weekend
* WCC Annual Club Trip
* Recording competition results
* Competition rules
* WCC AGM
* AOB

**WCC Twitter Account**

The club’s Twitter account has not been used for years. Only the originator (email used to register) can de-activate the account. As this may not be possible, Jacqui has discussed with John Picton and will attempt two potential options to either de-activate the account or to obtain access.

**Additional Signatory for Bank Paperwork**

Dave is updating to remove former committee members. Mandy and Jacqui to be added as authorised signatories.

**NCPF Annuals Competition**

Submission information not yet received from the NCPF. Lesley will co-ordinate pdi entries and Jamie with Jen and Tracey for prints. Summary information for members is prepared and just needs definition of a beginner defined by our club.

**AP1**: Jacqui to establish approximate date for submission details with NCPF.

**AP2**: Jen to draft definition of a beginner in-line with discussion and advice received.

**NCPF AGM**

Tracey, Lesley and Jen to attend for Winlaton Camera Club so that event details can be cascaded back to club members.

**NCPF Beamish Weekend**

Event discussed. Details were received from the NCPF and shared via email with members.

**AP3**: Lesley to add details to a future newsletter and to suggest car sharing to anyone wishing to attend.

**WCC Annual Club Trip**

Proposed trip to Isle of Skye 12-16 October. Bunkhouse provisionally booked awaiting confirmation. Currently securing numbers to confirm cost per person. Volunteer drivers required.

**AP4**: Jacqui to confirm trip goers and obtain quote for mini-bus hire.

**Recording Competition Results and Competition Rules**

We’re re-speaking to John to establish best solution to access a shared area. Club documentation regarding competition rules to be clearly defined so that guidance is updated to make it clear that entries and all aspects of images must be the work of the applicant. For external competitions, any members of a second camera club who enter the same competition, must decide the club they are entering with.

**AP5**: Jacqui to make any necessary amendment to the Constitution in preparation for our AGM. It was agreed that a supplementary guide specific to competition rules would be beneficial for members, in particular those new to the club.

**WCC AGM**

Preparations for the AGM will be required soon to ensure all documents are updated, communications issued, and nominations invited for the committee.

**AOB**

A Committee member is needed most weeks to attend early to **set up the projector.** Lesley works full-time and is finding it difficult to do this each week. It was agreed to share this role and to confirm each week, the person setting up. An informal meeting with committee members is to be arranged so that everyone is familiar with setting up.

The **store cupboard** needs to be cleared and re-organised. Agreed to arrange a date for this or for it to be included one Tuesday evening.

**AP6**: Committee to agree date/process to clear and re-organise the store cupboard.

**West End Club Membership**. Not all members received their cards last year.

**AP7**: Tracey to obtain forms and to collect membership fees of £2.00 from existing members and £4.25 from new members. This will also need adding to a future newsletter to advise members.

**Summary of Actions**

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| --- | --- | --- | --- |
|  | **Action** | **Assigned** | **Status** |
| 1 | To establish approximate date for submission details with NCPF | Jacqui |  |
| 2 | To draft definition of a beginner for NCPF competitions in-line with discussion and advice received.  | Jen | Communicated with committee for review.  |
| 3 | To add details about the Beamish weekend in a future newsletter and to suggest car sharing for anyone wishing to attend. | Lesley |  |
| 4 | To confirm trip goers for trip to Isle of Skye and obtain quote for mini-bus hire. | Jacqui |  |
| 5 | To make any necessary amendment to the Constitution in preparation for our AGM. It was agreed that a supplementary guide specific to competition rules would help new members.  | Committee | Jacqui to amend Constitution for review. To agree author(s) of competition guide.  |
| 6 | Agree date to empty and re-organise the retain items held in the club’s store cupboard.  | Committee |  |
| 7 | To obtain forms for West End Club membership and to collect membership fees of £2.00 from existing members and £4.25 from new members. This will also need adding to a future newsletter to advise members. | Tracey | Lesley to add to future newsletter.  |

**Date and Time of next meeting**: TBC