

Earth Balance Mens Shed
Annual General Meeting
Friday 12th April 2019 within Shed 2.00pm

Persons Present :

Adrian Hall
Brian Pill
Colin Emmerson
Dennis Matthewson (Part time)
George Stobbs
Keith Brotherton
Mark Thompson
Philip Sproat
Rob Ferguson

Agenda :

The agenda has been modified slightly from that sent out with the meeting invitation to reflect what was discussed at the AGM.

1. Report on Achievements and Finances since last AGM

Overall in the last two years the shed has further established and grown, with increased membership and continued improvements to the equipment and organisation of the shed. Most improvements come from donations, including donations from our own members. We have also completed useful community work especially for the Autistic centre and the fishery.

Most importantly, we have been lucky in attracting members who are friendly, positive and generally make the shed an enjoyable place to spend some time.

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| March 2017 | Northumberland Community Chest fund award us a grant of more than £1,300 - We buy some quality machine tools. |
| April 2017 | We get some insurance for the first time and also make efforts to improve our safety. |
| June 2017 | We were gifted a huge stack of plywood and pallets |
| Sept 2017 | Sue Metcalfe donated tools and materials - a vast treasure of high quality items, which had been collected by her late father, Mr Fred Metcalfe. |
| March 2018 | We built the lean-to extension to store materials.
Having sought permission to use some wood from the Earth Balance site, to help build the lean-to, Phil Fraser of EB later asked that he be consulted in future before we wish to use any |

further material from the compound and for his approval should we wish to make any changes to the exterior of the shed. Also started opening the shed regularly on a Tuesday.

Nov 2018

Northumberland county Council visited as part of Earth Balance's attempt to give the site back to the council.

Dec 2018

We are given a legal document - 'licence to occupy' the shed from the Trustees of Earth Balance.

Feb 2019

We learn that the proposed building of houses around the lake is on hold after intervention from county council.

Financial income and expenditure were reported and are detailed in the dropbox documentation.
A current balance of £144 exists.

2. Matters arising

It was noted that there is no membership fee for the shed. A fee has not currently been set as the intention was to encourage new members. A suggestion was made to have a "suggested fee donation". A further suggestion was to seek funding from the county council for a grant.

It was noted that the Earth Balance Shed is not a member of the National Men's Sheds Organisation which would require an annual fee, but we are listed by them and do appear on their map.

Documentation relating to the shed activity is stored on Dropbox. It was noted that all members do not know how to access this. A computer link will be provided to facilitate access.

ACTION

3. Trustee nomination

It was stated that the current trustees, (Rob, Mark, Dennis and Brian) need to resign but are happy to be re-elected which was accepted by the group.

An offer for any additional trustees was made and Keith volunteered.

It was noted that the trustee names on the constitution may need updating.

ACTION

4. Policies

Fire Evacuation Plan, The group was reminded that the evacuation plan is kept in a folder on the entrance door to the shed. The procedure was described and recorded as a practice. The Earth Balance management are to be contacted regarding the availability of a fire extinguisher and blanket.

ACTION

Health and Safety, The policy is kept within a blue folder in the shed. None of the current members are qualified in H&S. The Community Action Northumberland will be contacted to see if any courses are available. **ACTION**

Earth Balance management are to be contacted regarding the acquisition of a defibrillator. **ACTION**

Risk Assessment, Needs to be updated when new equipment is received.

All policies are to be reviewed by the Trustees. **ACTION**

5. Insurance funding

The renewal date was today. The premium has been paid.

6. Future needs

A post meeting request for additional clamps was made. This has been added to the white board in the shed.

7. AOB

Sales. A request was made to all members to help sell the items which have been made in the shed to help with income.

Brian Pill
12 April 2019