

Friends of Rowley Hills

Committee Meeting

Brewers Fayre, Wolverhampton Road, Oldbury, B69 2BH

Monday 16th March 2015 at 19.30pm

Attendees:

Chair: Jayne Wilkinson (JW), Secretary: Josie Cook (JC), Treasurer: Dave Price (DP), Committee Members: Ray Sadler (RS), Jane Tavener (JT), Antony Wilkinson (AW), Visitors: Lynn Poulton and Bob Duncan.

1. Apologies:

Mike Poulton (MP), Paul Stephenson (PS).

2. Minutes of last meeting

Minutes were adopted as a true record and signed by the Chair.

3. Actions/Matters arising

- Agreed the additional spend for the optional extra 'privacy protection charge of £7.00 when registering the Domain Name.
- JW/JC /DP to meet at the bank on Saturday (21st) at 10.00am to set up the bank account. DP confirmed that no initial deposit is needed.

4. Items for Discussion

| Items | Description | Action |
|-------|---|---------|
| 4.1. | Goals Discussion took place on items that were needed to help prompt the group i.e. Gazebo, table & chairs etc. Suggested that we make an application for these purchases from another source. It was suggested that we look at the Co-op Central England website that have a community fund to give out. Action: JC to get details from the website. | JC |
| 4.2. | Fundraising JC mentioned that there is a Titford Boat Rally on 16 th & 17 th May 2015 and that they were looking for stalls to sell or volunteer groups who wish to publicise their organisations at the event and did we want to apply. JW suggested that we could have collection tins out on behalf of the Wildlife Trust, Birmingham & Black Country. Action: JC to make enquiries about rally. JW to make enquiries about collection tins. | JC / JW |

5. Updates

5.1 Website

JW thanked JT for all the hard work he had done on setting up and maintaining the website.

Action: None

5.2 Outstanding Issues

JC

In order to not lose sight of outstanding issues in the minutes, JC agreed to set up a document to monitor their resolution.

Action: JC to set up a tracker for monitoring outstanding tasks.

6. Any Other Business

6.1 Work Parties

JW

DP reported that PS had telephoned him to advise the Committee that no one should attend a work party on Portway Reserve without a member of staff from BBC wildlife trust being present. A person with first aid training and a first aid kit must be in attendance.

Action: JW to find out how we can organise work groups.

6.2 Correspondence

JW / JC / DP

Grant Application

Following on from our 'Expression of Interest' submission we have been invited by the Big Local Trust to submit a full application. Closing date for the next round of applications is Friday 13th March 2015.

JC advised that due to the shortness of the deadline she had spoken to Kate Cross (Chair of gm2lf Big Local Partnership). It was agreed that if we wanted to get our application in for this round we would need to complete and submit the application before the Board Meeting on Wednesday 18th March 2015. (We were advised that this would be preferable than leaving it and applying in the next round.)

Action: JW / JC / DP to complete grant application form. JC to submit by agreed extended deadline of Tuesday 17th March 2015.

6.3 Membership

All / JC

Membership forms had been received from: Lynn Poulton, Mike Poulton & Josie Cook. All three were approved. It was agreed that membership confirmation will be sent by email to new members. JC reminded Committee Members that now membership forms are available that they needed to be completed by all.

Action: All – Committee Members to complete application forms. JC will in future confirm new membership by email

6.4 Co-opted Committee Member

**Bob
Duncan**

Bob Duncan was invited to become a Committee Member which he agreed.

Action: Bob Duncan to complete a membership form. To be formally elected and the next Committee Meeting.

7. Date of Next Meeting:

Monday 13th, April 2015