MENDIP CAVING GROUP

9th April 2005



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MENDIP CAVING GROUP ANNUAL GENERAL MEETING 2005

The Annual General Meeting of the Mendip Caving Group will be held on Saturday 9th April 2005 starting at 10:30 am in Back Room of the Hunters Lodge Inn.

To assist the smooth running of the Meeting, please submit motions (but not for the Constitution and Rules) to the Hon. Secretary prior to the meeting.

THE COMMITTEE MAY GRANT A POSTAL VOTE TO ANY FULL MEMBER WHO APPLIES IN GOOD TIME TO THE SECRETARY

AGENDA

Chairperson: Jonathan Roberts

- 1. Apologies for absence.
- 2. Minutes of the previous AGM held on 27th March 2004 and the EGM held on 9th October 2004.

MINUTES OF THE MENDIP CAVING GROUP ANNUAL GENERAL MEETING HELD ON 27TH MARCH 2004 AT THE HUNTERS LODGE INN

The Mendip Caving group is a Registered Charity No. 270088

Chairman: Jonathan Roberts Present: 23 Full members

Others present (non voting): 2 probationary, 4 associate, 4 guests

Apologies for absence

Geoff Beale, Ben Cooper, Lyn Furneaux, Pete Goddard, Doug Harris, Bill Richards and Dave Tooke.

Minutes of the AGM held 5th April 2003

No matters arising. Accepted nem con as a true record of the meeting. Signed by the chairman.

Officers' Reports

These were circulated in advance of the meeting with the newsletter except for the Tacklemaster's and Recorder / Librarian' report. The latter was presented at the meeting. Each officer gave a brief summary of his or her report.

Secretary

Discussions were centred on the current status of the Public Liability Scheme. Members were reminded that all members must pay insurance, whether the caving or non-caving option, as well as their subscription fee for the club to be insured. Some members were still being chased for their insurance fee. The fee was based upon a BCA 'guestimate' of the number of active cavers. At the time of the meeting 2000+ individual insurance policies have been paid with non-cavers making up 25% of the total. Some large clubs are still in the process of paying up so the total should rise further. It is considered that the national scheme in its first year will probably meet its objectives.

Concern was expressed that we could lose members over the issue. The Hon. Sec. reminded the meeting that subs had in fact been cut last year to £25.00 so the net increase for a non-caver is actually only £1.00 over the previous year. It was briefly discussed whether subs should include or exclude the minimum insurance element. Action: Subscription rates and insurance to be raised at an EGM to be held instead of the traditional half yearly meeting.

Treasurer

A good year in terms of expenses but a quieter year for guest bookings. General discussion ensued on whether there were any underlying reasons. It was mentioned that the £2.50 guest fee might make us seem 'too cheap/low quality'.

Action: Committee to take into consideration the sentiment of the meeting.

The Treasurer clarified the position on day fees and the Cottage fund.

Action: The split between cottage fund and general fund to be re-included in future Treasurer's reports

Examiners

The role has changed a bit over the years as a result of changing Charity Commission rules. The examiners mentioned that it was sometimes difficult to track the cottage booking sheets and hence it was suggested that each sheet should be numbered. For next year (2004/05) accounts it was requested that the investments details and Custodian Trustees reports should be included with the Treasurers reports.

Action: Examiners, Treasurer and Custodian Trustees to discuss further

Editor

40 members are now being sent newsletters via email. The meeting thanked the Editor for producing such a well laid out and colourful newsletter. A discussion followed as to whether ex-members could be sent a copy to help keep in touch. Concern was expressed that one of the privileges of membership is free publications. It was pointed out that the website does have links to Committee members contact details if old members wanted to get in touch.

Action: Editor to update Mike Lovell on how many copies he needs to print. The recorder needs a minimum of 50 copies for the exchange newsletters.

The club also has a Yahoo site, which is controlled by a moderator (Martin Rowe). The newsletter might be more suitable for publication on this type of site as the newsletter has personal information not suitable for a normal web site. Discussion followed on the possibility of a report of electronic communication channels at the next AGM.

Cottage Warden

The Cottage Warden stated that this post would be much more suitable for someone with more time. It was also noted that the work weekend was attended by the same old faces. The lounge floor is now starting to rot by the kitchen.

Library extension. A few things still need finishing off including the roof gully.

Action: Cottage Warden to put a list on the notice board and in the newsletter of the remaining tasks.

Tackle Master

No report provided and the tackle master was not present at the meeting. New lifeline and spreaders have been ordered. The SRT rope will be taken to Slovenia for the 50th expedition – do we have sufficient stock.

Action: Tackle Master to provide a report for publication in the newsletter. The meeting felt that this is an important aspect of the clubs records.

Recorder

It was mentioned that we are not receiving all the exchange newsletters that we should be.

Action: Recorder to chase up other clubs newsletters.

Caving Secretary

It was highlighted that the Slovenia 50th anniversary trip is intended as a mixed ability trip suitable for all members of the club. There will be flyers available at Nordrach Cottage.

Social Secretary

The social calendar for the 50th anniversary year was briefly outlined.

Other officers

Conservation and Access: the Upper Flood lock needs looking at and volunteers needed for the Bone Hole lid.

Rescue Warden

Nothing extra to report.

Custodian Trustees

The financial position has improved on the previous year. Yields are fine.

Gift Aid

Note that we can no longer claim on dividends after April 2004. Gift Aid covers the tax year so we are still entitled to claim April 2003-2004.

A discussion followed surrounding the 25% rule on Gift Aid and the benefits of membership. What is the effect of the additional insurance payment on our Gift Aid claim? Where is insurance as a benefit of membership derived - the BCA or MCG? The club now needs to have insurance to meet its objectives. This was discussed at length without resolution.

Action: Fiona Kempston to obtain advice and report back to the Committee and Custodian Trustees.

Election of Honorary Officers

The following officers were elected unopposed and unanimously:

Secretary: Lee Hawkswell Treasurer: Jacky Ankerman Editor: Yvonne Rowe

Recorder/Librarian: Tim Francis Social Secretary: Linda Milne

The following have agreed to be considered for co-option at the next Committee meeting:

Cottage Warden: Wayne Hiscox Tackle Master: Dave Tooke Caving Secretary: Richard Carey

Election of other officers

The following were elected unopposed and unanimously:

Rescue Warden: Keith Knight

Conservation and Access Officer: Peat Bennett

Gift Aid: Malcolm Cotter

Election of examiners 2004/2005

It proved difficult to find volunteers for the examiners posts but eventually the following were elected unopposed and unanimously:

Mike Lovell and Ben Cooper

Amendments to the Constitution and Rules

In section 9 General Meetings, point (ii) should have the word 'audited' replaced by the word 'examined' and point (iv) should have the word 'auditors' replaced by the word 'examiners'.

(Proposed: Jacky Ankerman, Seconder: Tim Francis)

The Hon Treasurer explained to the meeting that this text should have been replaced several years ago when 'auditors' were redefined as 'examiners'. The proposed amendment was passed nem con.

Proposed addition to paragraph 2. OBJECT. "The object of the Group, is for the benefit of the public, the furtherance of all aspects of the exploration, scientific study and conservation of caves and their features".

(Proposed Malcolm Cotter, Seconder Norma Cotter)

It was felt that a revised definition would better encompass the activities and objectives of the Group. After discussion of the wording was amended and passed nem con as follows:

2. OBJECT. "The object of the Group, is for the benefit of the public, the furtherance of all aspects of the exploration, scientific study and conservation of caves and related features".

Action: Malcolm Cotter to contact the Charity Commission to find out what the procedure is for changing the objectives of the Group.

Motions

No other motions were proposed.

Any other business

- Cottage keys for new members. More cotags are now required. The Cottage Warden will order some more
- Cottage expenses. The Committee requested that members check with the Committee before making potential purchases for cottage that they wish to be reimbursed for.
- Upper Flood. A request was made for another 'active' local leader to help share the burden of guest trips.
- It was agreed that the half yearly would be on the October member's weekend

Date and venue of next Annual General Meeting

This was agreed as being on the 9th April 2005 at 10.30am in the Back Room of the Hunters Lodge Inn.

3a. Agreement that the minutes (above) are a true record of the AGM.

3b. Matters arising from the AGM.

MINUTES OF THE MENDIP CAVING GROUP EXTRAORDINARY GENERAL MEETING HELD ON 9th OCTO-BER 2004 AT NORDRACH COTTAGE

The Mendip Caving group is a Registered Charity No. 270088

The half yearly meeting was called as an EGM by the Committee.

Chairman: Roy Kempston Present: 14 Full members

Others present (non voting): 4 probationary, 3 associate

Apologies for absence

Geoff Beale, Tony Knibbs, Denise Knibbs, Mick Norton, Wayne Hiscox, Jonathan Roberts, Yvonne Rowe, Brenda Wybrow

Amendments to the Constitution and Rules

a) An amendment to section 6 "Subscriptions" was proposed by Lee Hawkswell and seconded by Jacky Ankerman: remove the sentence "The Associate Membership fee shall be half the Full Membership fee." and amend the previous sentence to read: "The amount of subscription for all classes of membership shall be determined at a General Meeting...."

The proposed amendment was passed nem con (including 2 postal votes)

- b) Proposal to substitute section 7 "Committee" with a new paragraph,
- 7 (a) The Groups jobs to be undertaken by the following elected Honorary job holders Secretary, Treasurer, Caving Secretary, Cottage Warden, Property Maintenance Agent (Land Agent), Tackle Master, Editor, Recorder (minutes), Librarian, Social Secretary, Rescue Warden, Access and Conservation Officer, Tax Claimant and Web Master.
- (b) The Groups business shall be regulated by a Committee of eight members. They will normally be elected at the Annual General Meeting to serve until the next Annual General Meeting. The Secretary, Treasurer and Recorder will automatically be members of the Committee. The five remaining members shall be chosen from the elected job holders by a secondary ballot in the way specified under para 9 (e) (f) (g). Each full member may have one vote for each contested post up to a total of four to cast in the secondary ballot. Should two or more candidates for different posts receive equal votes all may serve and the Committee expanded to accommodate.
 - (c) All co-options can be made at a General Meeting.
 - (d) If a job falls vacant at a time other than a General Meeting, the Committee may co-opt a new job holder.
- (e) If the Committee number fall below eight, at a time other than a General Meeting, the number may be made up by co-option by the Committee from the elected job holders. A job change will be required in the case of resignation by the Secretary, Treasurer or Recorder in order to co-opt an elected post holder.
- (f) Failure to fill the foregoing three posts from elected job holders will need to be resolved by calling a General Meeting.

Proposed by Malcolm Cotter and seconded by Linda Milne.

Malcolm introduced his proposal, which in essence is proposed as a means of updating the regulation of the Group to meet our current needs.

Martin Rowe proposed an amendment to the motion with the aim of achieving a very similar result by simply amending the constitution as follows:

"7. COMMITTEE

The Group's business shall be regulated by a Committee of eight Officers. The Officers shall be: Secretary, Treasurer, Caving Secretary, Cottage Warden, Tackle master, Editor, Recorder/Librarian, and Social Secretary. The Officers will normally be elected at the annual general meeting to serve until the next AGM. The Officers are Trustees of the Mendip Caving Group.

Certain functions of the Group may be performed by Non-committee Officers. The Non-committee Officers shall

be Rescue Warden, Access and Conservation Officer, Tax Claimant and Web Master. The Non-committee Officers will normally be elected at the annual general meeting to serve until the next AGM. The Non-committee Officers are not Trustees of the Mendip Caving Group.

If a Committee post falls vacant during the year, a Non-committee Officer may be co-opted by the Committee for the remaining period. If none of the Non-committee Officers wish to be co-opted, then the Committee may co-opt a full or associate member to fill the post. Co-opted Committee members become Trustees.

If a Non-committee post falls vacant during the year, the Committee may co-opt a full or associate member to fill the post. Co-opted Non-committee officers do not become Trustees"

Both motions and the issues surrounding it were discussed in depth. A broad consensus was reached on the following:

any amendment to the structure of the executive should not make it harder for a Committee to be formed;

it should be simple to operate; the proposal as drafted was considered complicated;

a wider and more informed discussion amongst the membership was needed;

the clarification of the primacy of an AGM with regard to co-options should be presented and discussed as a separate item from Committee structure details.

It was felt that a vote could not be taken on the proposal at the meeting without further discussion amongst the membership. The proposal was withdrawn.

Action: Malcolm to draft a paper for the newsletter, which provides a considered analysis of the issues.

Setting of subscriptions for 2005

The meeting discussed the financial needs of the club for 2005. At the time of the EGM the new insurance rates for 2005 were not known, but the principal that all club members should be insured will still remain. It was felt that extra monies would be useful to help the club across a time of uncertain income and expenditure. The following subscriptions and fees were proposed:

an increase in the subscription level by £5.00 to £30.00 (proposed by Jacky Ankerman, seconded by Malcolm Cotter).

the Associate membership subscription to be £15.00 plus the BCA insurance fee (proposed by Lee Hawkswell and seconded by Jacky Ankerman).

an increase in a member's bed night fee by 50p to £2.00 (proposed by Jacky Ankerman, seconded by Malcolm Cotter).

All were passed, (a) and (c) 13 for and 1 abstention, (b) nem con.

SRT rope stocking

A wide-ranging discussion regarding the merits of stocking SRT rope. It was apparent that only a few members have been using the rope in recent years. The membership felt it was important to encourage greater use of the rope. The club should buy its rope in smaller amounts every year or so rather than in one go every five years.

Motions

The meeting expressed its thanks to Richard Carey for arranging and fitting the new rope washer.

Any other business

Clevedon Natural History Society has contacted the club to see if anyone could give a talk on caving. The suggested dates were either Wednesday 9th February or 23rd March. Any interested members should contact the Hon. Secretary.

The club was reminded of meetings to be held on the Mendips in 2005:

1st – 3rd July, Cave rescue conference, Eastwater Farm, Priddy.

23rd – 25th September, BCRA Conference, Churchill School. Should we have a club stand this year?

Electronic publications. It was felt that the web site should be kept separate from any possible tie in with hosting provided by the BCA. MCG Yahoo Groups should be for members only.

Date and venue of next Annual General Meeting

The meeting confirmed the AGM as being on the 9th April 2005 at 10.30am in the Back Room of the Hunters Lodge Inn.

4a. Agreement that the minutes (above) are a true record of the EGM.

4b. Matters arising from the EGM.

5. Officers reports and matters arising from those reports.

5a. Report of the Hon. Secretary Lee Hawkswell

The Group has had another successful year, celebrating the second half of our 50th Anniversary. The cherry on this 50th cake was the discovery of a new 'Golden' Chamber in Upper Flood Swallet. Also achieved during the year was the new lid finally being put on Bone Hole, a very successful Slovenian trip, a training weekend to polish our members skills (thank you John), the co-option of a new and eager Cottage Warden and the felling of the diseased Beech trees outside the Cottage.

On the down side, during the year we lost Phil Ingold, a well known and much respected member of the Group. As we go into 2005, membership numbers have dropped to just under 100 - this is part due to the fact that we can no longer allow members to pay their Subs/PLI late. Thank you to the 80% of members who paid their Subs/PLI by the January deadline. BCA insurance rules govern this issue, and all members must be insured by their imposed deadlines.

The coming year promises to be interesting, with the arrival of the British Cave Rescue Council Conference and Hidden Earth 2005 on Mendip. And hopefully the continued digs in Carcass Cave, Upper Flood Swallet and Blackmoor Swallet will yield even more of their secrets.

Unfortunately, against its own best interests, the Group has increasingly become a political animal. Most clubs, by their nature, have internal politics. But in this period of waning interest in caving as an 'unglamorous' sport, and because clubs are so reliant on income generated from membership, internal politics should take a back seat and members should take an active and positive stance to ensure their clubs survival. The MCG needs to go back to its basics - 'Caving' and 'Group'. This Committee have worked hard on improving both of these objects. Various organised caving trips have been offered on Members weekends (until the resignation of our Caving Secretary). Linda and Jacky worked particularly hard improving the social side of the Group and the strategy of organised caving trips followed by communal meals increased the number of people attending Members weekends. We also had a good turn out for a recent work weekend. Thank you to all those members who supported this.

I am standing down as Hon. Secretary this year for many reasons. Although ideally this post benefits from continuity, it is time consuming and onerous enough without further hindrance from these internal politics. I have made a few decisions and changes over my two years of being Secretary for the benefit of the whole Club. Unfortunately, some find that difficult to accept. Thank you to all the members who have supported me over the last two years, but I also cannot do the job without the continued help and support of all the membership, and of my partner. So I'm now going to enjoy my spare time...... and go caving.

5b. Report of the Hon Treasurer Jacky Ankerman

It has been another quiet year for the MCG finances. Day fees and donations are up (mainly as a result of 50th Anniversary generosity). Guest fees are actually slightly down (£210 was due to a 2003 booking paid late) but Members fees have once again risen (although a bulk of this increase is due to two members staying at the cottage for about 5 weeks).

Gift Aid income is slightly lower as explained in a later report, but it is still a very useful source of additional income. Investment and interest income is again significantly higher than last year. Some of this income is reinvested, but the Club benefits from further additional income generated here. Thanks must go to the Custodian Trustees for this.

Household bills are similar after taking inflation into account and the Club has benefited from the purchase of new caving equipment. Subs to other organisations have decreased because of the new BCA 'umbrella' system, which means we don't have to pay membership to other clubs any longer.

On a personal note, I will not be standing as Treasurer again due to a recent incident within the Club. On the whole, I have enjoyed being Treasurer and was fortunate enough to have the time and financial experience preferred of this post. However, I am not willing to put myself up for further target practise. This particular trait of knocking people down is distressing and debilitating and absolutely not in the ethos or best interests of the Club. Neither is the falling membership numbers that it incurs.

MENDIP CAVING GROUP

Income and Expenditure sheet for Year ending 31st December 2004

	Cottage income			Cottage expenditure	
2003	J	2004	2003	5 ,	2004
£ 100.00	Cotag deposits	£ 140.00	£ 845.45	Building Insurance	£ 835.32
£ 9.75	Day fees	£ 31.00	£ 25.20	Coal	£ 41.10
£ 73.31	Donations	£ 276.99	£ -	Cotags/keys	£ 220.91
£1,301.50	Guest fees	£1,451.50	0 407.04	Cotag refund	£ 46.50
£ 462.00 £-	Members fees	£ 847.00 £ 60.00	£ 467.24 £ 34.50	Electricity	£ 546.77 £ 33.88
£1,155.43	Season tickets	£ 60.00 £ 470.00	£ 34.50 £ 61.97	Gas Household	£ 33.88 £ 89.39
£1,133.43 £ 78.75	Subs (20%) Telephone	£ 470.00 £ 55.80	£ 771.37	Maintenance	£ 549.43
2 70.75	releptione	2 33.00	£ 168.72	Mendip Council rates	£ 173.28
£3,180.74	Sub totals	£3,332.29	£ 213.37	Rubbish collection	£ 263.54
20,10011		20,0020	£ 119.39	Telephone	£ 125.64
			£ 198.69	Water rates	£ 198.69
			£2,905.90	Sub totals	£3,124.45
	Canaral income			Company laws and distance	
£ 17.40	General income Access/keys/permits	£ 15.90	£ 25.00	General expenditure Access/keys/permits	£ 50.35
£ 749.50	Annual dinner	£5,031.38	£ 74.49	Administration	£ 49.25
2 743.30	Other	£ 1.68	£ 790.25	Annual Dinner	£ 5,448.68
	PLI	£1,401.00	£ -	PLI	£ 1,549.00
£ 6.00	Shop	£ 44.75	£-	Caving equipment	£ 354.40
£1,759.57	Subs (80%)	£1,955.00	£-	Cottage Improvement	£ 27.38
£ 786.94	Tax refund (GAD)	£ 754.21	£ 27.82	Goodwill	£-
£1,225.00	50th Dinner		£ 359.46	Library books	£ 98.67
			£ 261.65	Newsletter	£ 293.99
£4,544.41	Sub totals	£9,203.92	0 171 00	Other expenses	£ 1.68
			£ 171.00 £ 11.37	Subs to others	£ 123.00 £-
			£ 11.37 £ 238.95	Website 50th Dinner	L-
			£ 236.93	50th Diffile	
0 75.54	Investment income	0 70.54	£1,959.99	Sub totals	£ 7,996.40
£ 75.54	Credit Suisse	£ 78.54	04.005.00	One and tested a	044 400 05
£ 22.60 £ 86.50	Bristol Water Interest COIF Genera	£ 238.45 I £ 128.31	£4,865.89	Grand totals	£11,120.85
£ 86.50 £ 53.23	Interest COIF General	£ 126.31 £ 69.78			
£ 35.23	Interest COIF Cottage				
£ 120.79	Interest COIF Trustee				
£ 196.69	M & G Charifund Inc	£ 199.87			
	M & G Charifund Acc		2004 Total Inc	ome	£ 13,666.25
	New Star	£ 74.73	2004 Total Exp		£ 11,120.85
£ 81.79	Henderson NPI Globa	l£ 91.03	2004 Total Ga	in	£ 2,545.40
£ 78.32	Rathbone	£ 81.45			
£ 14.55	Solus *	£ 6.20			
£765.41	Sub totals	£1,130.04			
£8,490.56	Grand totals	£13,666.25			

^{* £9.01} payment missing **Reinvested**

MENDIP CAVING GROUP BALANCE SHEET YEAR ENDING 31 DECEMBER 2004

INVESTMENTS		
	2003	2004
Bristol Water	£ 469.60	£ 436.80
Credit Suisse	£ 1,827.71	£ 2,045.82
M&G Charifund Acc	£ 3,787.77	£ 4,552.95
M&G Charifund Inc	£ 3,753.75	£ 4,285.44
New Star	£ 1,928.09	£ 2,247.54
Henderson NPI Global	£ 2,469.13	£ 2,721.44
Rathbone Income Fund	£ 1,915.76	£ 2,185.62
Schroeder US	£ 1,825.35	£ 2,103.24
Solus UK	£ 1,281.63	£ 1,432.39
Bristol Water decrease	-£ 32.80	
Credit Suisse increase	£ 218.11	
M&G Charifund Acc increase	£ 765.18	
M&G Charifund Inc increase	£ 531.69	
New Star increase	£ 319.45	
Henderson NPI Global increase	£ 252.31	
Rathbone Income Fund increase	£ 269.86	
Schroeder US increase	£ 277.89	
Solus UK increase	£ 150.76	
Total investments	£22,011.24	£22,011.24
Other Accounts		
Giro statement 31st December	£ 2,651.47	£ 3,362.07
Uncleared debits*	-£ 287.30	
Uncleared credits	£ 27.00	
Effective giro account balance	£ 2,391.17	£ 3,362.07
COIF Deposit Account	£ 2,592.51	£ 3,390.82
COIF Cotag Account	£ 1,639.79	£ 1,709.57
COIF Cottage Account	£ 1,008.01	£ 1,533.99
COIF Trustees Account	£ 4,239.85	£ 4,420.28
Cash total as at 31/12/03	£11,871.33	
Balance of Income & Expenditure	£ 2,545.40	
Total Other Accounts	£14,416.73	£14,416.73

Other Assets (insurable value)

Cottage and land £213,369.00 Cottage contents £ 38,000.00

*Adjusted: Electric bill was £3.50 more than notified £ 6.00 DCUC cheque was never cashed

Therefore total adjustments decrease debits by £2.50

5c. Report of the Hon Editor Yvonne Rowe

I have only managed to produce eight newsletters since the last AGM. This is due to the usual quiet periods over the Christmas and summer holidays, and being out of action for a while from September following an operation to correct bone deformities/sinuses in my nose (not cosmetic so no visual improvements I'm afraid!). I think you'll agree that the newsletters have been an interesting read, not only because of the usual caving and other articles, but also the reports of the many and varied events that have taken place to celebrate the Group's 50th anniversary — I could have produced whole newsletters dedicated to the Anniversary Dinner and Slovenia alone, but I realise that you can overdo a good thing. It was a very special and successful year, thanks to Linda Milne's hard work and everyone who helped.

I have received comments from quite a few of you saying how much you like the new-style presentation of the newsletter, especially those of you who receive theirs by e-mail and therefore in colour. 51 members (about half the Group's membership) now receives the newsletter by e-mail.

I have always enjoyed producing the newsletter (as evidenced by being editor on and off since 1983/4), but it is even more enjoyable using Publisher as it is easier and there is so much more scope, especially now articles and other information arrives to me via e-mail – it's usually just a simple cut and paste job. However, some of the technology is still a mystery to me like importing photographs and bits off the internet, and moving stuff into text boxes etc., so I must thank Martin Rowe for his valuable help in this area. My special thanks go to those of you who regularly send me articles, photos and snippets – there would be no newsletter without you. Please keep them coming. I must also thank the invaluable help I get from Mike Lovell who prints the newsletter (I've lost track of how many years he has done this for us) and Geoff Beale and Brenda Wybrow who have taken over from Linda Milne in enveloping, stamping and posting it. Thank you.

I am happy to stand as editor again for another year, but I am equally happy to hand over to someone else who fancies having a go – new blood and all that.

5d. Report of the Hon Cottage Warden Doug Harris

Cottage Maintenance

I took this job on towards the end of 2004, after Wayne decided to resign from the job. I would like to take this opportunity to thank Wayne for doing a good job.

The work weekend was very well attended and lots of jobs are now completed. To include replacing the worn out tap in the changing room, descaling the shower heads, Library shelves have been reinforced and additional ones put up. Also the roof gulleys and guttering were cleaned out, windows cleaned, chimney swept etc. I've spent a few hours up at the Cottage myself looking into what is causing the ongoing blockage in the sewer pipe. The shed has now had it's holes in the floor, wall patched up to keep are furry friends out! The other main job has been the safe dismantling of the two Beech trees in front of the cottage, the job has been completed. The only give-away that the trees have gone is the mountain of timber in the carpark.

This year I'm hoping to complete the task of sorting out the car park, lawn areas.

Cotags

Another batch have been purchased, I've issued five to date. Replacement Cotags will cost you £10, when yours stops working.

Guest Bookings

Since the beginning of 2005 guest groups have been booked into the cottage, on average, two weekends per month.

I would be happy to stand again as Cottage Warden.

5e. Report of the Hon Tacklemaster

5f. Report of the Hon Recorder / Librarian Tim Francis

Not much to say for 2004/2005. I have updated and expanded the distribution list for the club's newsletter so

that news of our exploits is disseminated further. The backlog of exchange newsletters has now been cleared and these are despatched in batches at regular intervals. I have responded to requests from a number of exchange clubs to help them fill gaps in their library holdings of MCG newsletters. Within the library I am afraid I have done precious little other than looking out for and discussing possible additions to our collection. Joan Goddard continues to do a sterling job in organising and cataloguing our library, and I would like to pass on my thanks to her for all her hard work.

At the committee level I have taken minutes for the meetings in 2004 that I have attended including the AGM and EGM. In my odd absence or two other members of the Committee have stepped into fill the breach. A key outstanding task is to collate all the clubs Committee and AGM minutes in one archive so that we have a continuous record of all our meetings. I have continued to take an active role in club business, and although other commitments (yes that grim work excuse) leave me with less time than in previous years, I am still keen to support the club in 2005 as a member of the Committee.

5g. Report of the Hon Caving Secretary

5h. Report of the Hon Social Secretary Linda Milne

We kicked off this year with the 50th Dinner at Coombe Lodge, followed by a Summer Barn dance, an autumn Beer and Skittles and finished with another very enjoyable Christmas meal at the Cottage. Though-out the year we continued to have our monthly socials with the ongoing trend towards eating in/drinking in. The general approach to social meets is to tie them in with something which is going on during the day (caving meets, work weekends, repairs to cave entrances, archeology walks, digging, beginners meets, training meets, etc). This has worked very well and I hope to arrange some more with the new Meet Secretary.

50th Anniversary

The events last year proved a total success and not only did we get to meet some of our old friends and founders by we raised £670 to boot. This money will be used for a specific purpose and suggestions so far have been: a computer projector, a fixed screen in the lounge, finance for an annual award, finish the car park, scaffold tower for training. We still have commemorative mugs and T-shirts on sale so make sure you get yours.

Next year

We are quite a sociable lot so my job has been quite easy really. The challenge for the social secretary and indeed the rest of the committee is to help grow and maintain the membership. Declining/ageing membership means we need to encourage new members and keep them. This will involve a bit on extra effort on all our parts. As always I welcome suggestions for our get-togethers, so don't be shy. Thanks again to everyone who helped me with the 50th and to those people who always seem to be around to help with the socials, and if anyone has a talent in the kitchen and an urge to do a Jamie Oliver then now's your chance...

I'm happy to carry on as Social Secretary but if there is anyone out there who would like to have a go, they would be very welcome and would get my total support.

6. Election of Honorary Officers for 2005/ 2006

POST	NOMINEE	PROPOSER	SECONDER
Secretary	No nomination		
Treasurer	Martin Rowe	Geoff Beale	Yvonne Rowe
Editor	Yvonne Rowe	Joan Goddard	Doug Harris
Cottage Warden	Doug Harris	Yvonne Rowe	Linda Milne
Tacklemaster	No nomination		
Recorder / Librarian	Tim Francis	Lee Hawkswell	Jacky Ankerman
Caving Secretary	Secretary	No nomination	
Social Secretary	Linda Milne	Lee Hawkswell	Doug Harris

- 7. Election of Rescue Warden and election of Conservation and Access Officer. (Nominations for these two non-Committee posts will be accepted at the meeting)
- 8. Election of Examiners 2005/ 2006.
- 9. Motions.
- 10. Any other business.
- 11. Date and venue of next Annual General Meeting.