

Minutes of Directors Meeting

Ref No:
 Date of Meeting: 18th January 2021
 Time of Meeting: 18:00
 Place of Meeting: Zoom videoconference
 Purpose of Meeting: Scheduled Board Meeting of Combe Mill Society

Distribution:
 Directors: Derek Goddard, Margaret Gruber, Philip Hawtin, Tony Simmons, Julie Stuart-Thompson, Peter Trowles.
 Noticeboard, Website Members' page

Present

Directors: Philip Hawtin, Derek Goddard, Margaret Gruber, Tony Simmons, Julie Stuart-Thompson, Peter Trowles.
 Members:

1 Apologies

Ref	Comment	Action
1.1	None	

2 Minutes of previous board meetings

Ref	Comment	Action

3 Lockdown working arrangements

Ref	Comment	Action
3.1	Projects approved by sub-committee: a) Boiler inspection preparation – opening boiler and cleaning fire box and tubes. Draining the boiler will be left until the inspector has confirmed he will come, to avoid wasting tannin. b) Lineshaft lubrication in metalwork area.	
3.2	It was suggested that the electric motor should be run to check the main lineshaft as it had been idle for a long period. It was noted that the titration chemicals needed to test the boiler water had arrived. Tannin was on order.	
3.3	The chairman reported seeing a photo in <i>The Times</i> of a person maintaining a locomotive “in preparation for opening” and felt that this supported the mill’s own policy on permitted work. Minimum attendance has been observed at all times.	

4 Treasurer’s Report

Ref	Comment	Action
4.1	The treasurer provided the report in Appendix 1. It was noted that more emergency lighting batteries need replacing, a task that must be done for safety reasons. Contractors will need to return to do this.	

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5 Other business

Ref	Comment	Action
5.1	DG would like to convene a Heritage Advisory Committee meeting. There are a number of actions to clear. Invitations should go to DG, PT, TS, T.Bailey.	DG
5.2	It was noted that OMC is planning for the 2021 season. There are grants available for training for small museums on how to make short films. The grant reduces the cost from £100 to £40 per person for four afternoon sessions. It was suggested that Wendy might be interested in attending. TS to ask her	TS
5.3	It was noted that Julie S-T has been collecting Tombola prizes in anticipation of a future event this year.	

6 Date of next meeting

Ref	Comment	Action
8.1	Monday 15 th February 2021 at 18:00.	

Approval

These minutes were approved by the Chairman for display on the Society's website.

Peter Trowles
Minutes Sec

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Appendix 1

Report from Treasurer – 18 January 2021

Current balance: @ 18 January 2021

Bank	£ 8,258
Cash	£ 529
Savings Reserve	£10,500

Significant Recent Income:

Membership fees £330

Gov COVID Grant applications not yet active

Significant recent payments:

Feedwater £254

Routine expenditure per month:

Telephone/broadband - £42

Cleaning - £56 (week month)

Electricity - £60 (warm months)

Significant forthcoming expenditure:

Item		Forecast
Directors Liability Insurance	Direct Debit	£16.33 per month
Electrical work – survey remedial work (RCDs)+WC Fan + Em lighting	Quote	£1390
Boiler inspection fee	Est	2 x £100

Tea Room Stock – reduced to virtually zero.

Tony Simmons - Treasurer
18 January 2021