

# Combe Mill Society

## Agenda for Meeting



|                    |                             |
|--------------------|-----------------------------|
| Ref N°             |                             |
| Date of Meeting    | 3 <sup>rd</sup> August 2022 |
| Time of Meeting    | 16:00                       |
| Place of Meeting   | Combe Mill                  |
| Purpose of Meeting | Scheduled Board Meeting     |

### Distribution

All Directors

File

### 1. Apologies

### 2. Minutes of previous meetings

### 3. Treasurer's Report

### 4. Matters arising from previous meetings

- a) Fire alarm monitoring
- b) Fire Marshall Training update
- c) Mill keys
- d) Disposal of heat pump coolant
- e) Blenheim Estate permissive paths, new sign and bridge gate opening

### 5. Health & Safety items

- a) Website updates and Risk assessment from HTAs
- b) H&S Update Procedure on hot days
- c) First Aid procedure

### 6. Mill Governance & Business Plan

- a) Business Plan update
- b) How to let volunteers know of event meeting on Wednesday prior to event
- c) Policy on exhibiting members' items
- d) Museum Accreditation
- e) Problems logging on to members' area of web site
- f) Annual membership cards
- g) HAC items for approval

### 7. Events

- a) IMechE Heritage Award ceremony
- b) Stewarding rota
- c) Steaming day takings in newsletter

### 8. Projects update

- a) River Pump
- b) Loan of model traction engine

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- c) Building projects
- d) Electric sockets in head race area

### 9. Next Meetings

Peter Trowles  
Minutes Secretary