

LEISURE DIRECT

Minutes of Executive Committee Meeting Held on Friday 18th March 2016 in the Youth Wing, The Icknield Centre, Letchworth

Present

Gil H (Chairman)
Claire S (Leisure Organiser)
Claire J (Committee Member)
Ian C (Committee Member)
Janet L (Committee Member)
Chris P (Committee Member)
Sandra M (Committee Member)
Sylvia E (Committee Member)
Frances F (Committee Member)
Margaret F (Secretary)

Apologies

Sam P (Vice Chair)
David W (Treasurer)

1. Minutes of the Last Meeting

These were agreed and signed by the Chairman.

2. Matters Arising

The committee is deciding whether or not to take out Trustee Liability Insurance in addition to our existing insurance. Gil is investigating this.

Strapline for Leisure Direct headed paper - awaiting suggestions from members/volunteers.

New Treasurer - David will be stepping down as Treasurer at the next AGM. Claire and David have met up with a lady with a financial background who is interested in taking on the role.

Chairman's Report

Gil gave out copies of his report.

4. Fundraising Sub-Committee

Future events:

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7th May Bag Packing at Morrison's, Letchworth
19th March, Coffee/cake/sale table/tombola at Church House, Hitchin
Charity Walk, 22nd May
Welwyn Garden City charity car park, 2nd July
Stall at the

Lion's Fun Day, 23rd July - this is the same day as the Learning Disability Sports Day. It may be necessary to adjust what can be done on the stall depending on the number of volunteers available.

Charity Swim - it was agreed that members be invited to choose whether to take part in the sponsored swim at the Odyssey Club or take part in our own sponsored swim at Hitchin pool.

15th October, Bag Packing at Tesco, Baldock

Ongoing: copper jar, easyfundraising, easysearch and just text giving.

5. Grant Applicatio Sub-Committee (GAS)

Copies of the GAS report were given out. Gil reported that he has completed the application to the Simon Gibson Foundation for £4000 for core funding which will be submitted shortly.

6. Treasurer's Report

David was unwell and therefore unable to attend the meeting so there was no Treasurer's Report.

7. Leisure Organiser's Report

Claire gave out copies of her report which, as usual, generated much discussion.

8. Safeguarding Adults at Risk

The Charity Commission states that any serious incident that occurs within a charity should be reported to them straightaway and also be included in the Annual Report.

9. Correspondence

A cheque for £43.61 from Easyfundraising. Committee members were encouraged to sign up to this scheme if they do not already do so. Visit easyfundraising.org.uk

Claire received an e-mail to say that Leisure Direct has been nominated as a charity to benefit from the proceeds of the Letchworth Garden City Open Gardens 2016 ticket sales. 20+ gardens will be open on Sunday 19th June between 11 am and 5 pm.

10. Any Other Business

Ian suggested a trip to Felixtowe for our summer seaside day trip.

Claire gave details of numbers going on each of the two holidays.

A trip to Thursford Christmas spectacular has been booked for 12th November.

The committee agreed that a new volunteer, Roz H, who will soon have completed 5 activities, be offered the role of volunteer with Leisure Direct.

Prospective new volunteer Carol B will be helping at the coffee morning in Hitchin tomorrow (19th March).

Gil said that Sharon has been offered, and has accepted, a permanent contract with Leisure Direct and Sarah Martin has been authorised to implement her salary increase accordingly.

Claire will inform a recently appointed volunteer that, unfortunately, he is not suitable for the role.

11. **Dates and Times of Next Meetings**

Friday 22nd April 2016

Friday 27th May 2016

Both at 1.30 pm in the Blue Room, The Icknield Centre, Letchworth