

Folk Camps Council Meeting 8th March 2022

19.30-21.00 on Zoom

Present:

Liz Cooper
Anne Guthrie
Anthony Keen
Sue Malleson
Claire Mycock
Patrick Self
Paul Weir
Graham Clements
Jenny Hopper
Kerstin Jewell

Agenda

1. Apologies for absence
2. Approval of the minutes 20th January and 3rd February 2022
3. Matters arising and open actions.
4. Administration report
5. Craft Break 2022 feedback and 2023 venue and price
6. Covid thoughts re spring and summer events
7. Health & Safety
8. Staff 2022
9. Replacement Graham and Steve
10. AGM 2022
11. Any other business
12. Next meeting

1. Apologies for absence

Apologies were received from Rebecca Boram, Sarah Richardson and Steve Porritt.

2. Approval of Minutes 20th January 2022 and 3rd February 2022

Approval of the minutes of 20th January 2022 was proposed by AG, seconded by LC and passed unanimously.

Approval of the minutes of 3rd February 2022 was proposed by PW, seconded by SM and passed unanimously.

3. Matters arising and open actions

Action – Finance Working Group to sort out how to simplify accounting is ongoing

Action – KJ to receive the export of QuickBooks from Marcus de Frettes to store in file system

Action – KJ to backup cloud version periodically

Action – KJ to ensure 3 people of the Finance Working Group have access

Action – Contractor Liaison Working Group to find a new Equipment Manager by the beginning of summer 2022

Folk Camps history boxes: to find someone to scan and archive

Action – AK to put a request in Extent

Credits policy:

Action – KJ to inform all people with credits above a minimal amount (to be confirmed next meeting)

Action – KJ to inform GM's and recent campers to notify them about change of policy.

Action – KJ to put the policy on the website.

Action – KJ and PS to add new conditions to staff invites.

Action - H&S WG to produce single sheet covid supplement to Staff Manuals for the spring and summer camps.

Working weekend:

Council discussed (on Slack) whether to hold the working weekend remotely or face to face. Decided on face to face, but to minimise the expense by holding it at Liz's school. No commitments of any expenditures are made yet (in case Covid situation changes) to protect Folk Camps finances.

4. Administration report

KJ updated Council on financial position and camp bookings.

Not all staff bookings have been returned.

Action – KJ to notify PW

Action - PW to remind staff

5. Craft Break 2022 feedback and 2023 venue and price

Craft Break 2022 was a success and covered its costs. Council is looking at possible alternatives for 2023. Covid policy approach was piloted which was useful. A survey was conducted and the results were discussed.

Council wants to thank Mic Spenceley for the work he put in to making the first camp since Covid a success.

Action- PS to write to him

Mic Spenceley has ideas for potential alternative venue. Either Halsway Manor or The Hayes Conference Centre in Derbyshire.

Action – KJ to ask if he is happy to investigate and Folk Camps would pay for Mic and partner to have a night at The Hayes Conference Centre.

6. Covid thoughts re spring and summer events

At the moment Covid cases are going up but it is still too early to make decisions. Council decided to talk about it at the next meeting.

7. Health & Safety

Item is postponed until next meeting.

8. Staff 2022

Item is postponed until next meeting.

9. Replacement Graham and Steve

Item is postponed until next meeting.

10. AGM 2022

The venue at Toddington Hall is pencilled in for November 19th 2022.

Action - KJ to check if there was a deposit paid for the AGM in 2020

11. Any other business

New Management Manual:

AK said that work was progressing on the new Management Manual and that it would be posted for the whole Council to take a look before implementation.

Action - AK to post

12. Next meeting

Next Council meeting **Tuesday March 29th at 19.30**