

# **Folk Camps Council Meeting 23<sup>rd</sup> January 2024 via Zoom**

## **19.30 – 21.15**

### **Present:**

Patrick Self  
Oscar Roberts  
Claire Mycock  
Liz Cooper  
Hilary Hill  
Jenny Hopper  
Barry Pollard  
Susie Savage  
Brad Stokes  
Brian Flower  
Lorna Flower  
Steve Porritt  
Chris Jewell  
Kerstin Jewell

### **Agenda**

1. Apologies for absence
2. Approval of Minutes 25<sup>th</sup> November 2023
3. Matters arising and open actions incl. Working Weekend 2023
4. Administration report
5. Equipment Managers' report
6. Health& Safety / Covid policy for next camps
7. Logistics Manager
8. Craft Break dates and staff for 2025
9. Summer site for 2025, booking toilets
10. Projector
11. Progress on staff manual update
12. Any other business
13. Next meeting

### **1. Apologies**

No apologies were received.

### **2. Approval of the minutes of the Council Meeting 25<sup>th</sup> November 2023**

Approval of the minutes of 24<sup>th</sup> January 2023 was proposed by PS, seconded by OR and passed unanimously.

### **3. Matters arising and open actions**

Postponed to next Council meeting.

### **4. Admin report**

KJ presented the admin report.

### **5. Equipment Managers' report**

BF and LF reported that everything is going as planned.

### **6. Health & Safety / Covid policy for next camps**

Council discussed Covid and Health & Safety policies. It was decided to drop the specific Covid policy and just have a general "ill health" policy.

There should be three ways of notifying campers about Health & Safety issues: in the booking conditions, at the camp meeting and displayed on a H&S board.

Action – LC to look at and create wording

Action – PS and KJ to update the website and to store it with the policy documents

Action – BP to send LC leaflet about the need for a first aider

Action – BF to put up a notice board for H&S at the summer camps

Action – LF to look at it how to display H&S at the weekend camps

### **7. Logistics Manager**

An advertisement was published in Extent with deadline for applications of 31<sup>st</sup> January 2024.

### **8. Craft Break dates and staff for 2025**

Dates: 3<sup>rd</sup> -7<sup>th</sup> February 2025 at Halsway, leader Mic Spenceley, musician Chris Jewell.

Halsway increased the prices and a discussing about our prices took place.

It was decided to increase our prices by appr. £30.00 pP, proposed by CM, seconded by LC, passed unanimously.

Action – KJ to open the bookings

### **9. Summer site for 2025, booking toilets**

After a discussion it was decided that the new Logistics Manager should investigate a return to either Sledmere or Rhayader for 2025 and to Peakhill in 2026.

## **10. Projector**

Projector needs a new bulb which would cost approx. £100. Council are not sure if they need a projector anymore as most meeting venues have got one and the AGM will be online in future. BS offered the loan of a projector if needed.

## **11. Progress on staff manual update**

A discussion was had about the staff manual. It was decided to cut each section down to a basic overview, and to have a folder containing detailed information and the checklists for wardens and caterers.

Action – LC with LF, BF, HH and SP to look at the warden section and then send to SS

Action – SP to send LC and SS the bits missing from last year's manual

Action – LC with the caterers group to look at the catering section and then send to SS

Action – SS to edit the leaders section and co-ordinate

## **12. Any other business**

Sarah Malleson suggested social media guidelines for the Party Band.

Action – SS and OR to review it and communicate it to the Party Band

Jason Abbott from the Party Band has written a proposal of a financial model.

Action – SS to share it on Slack for Council to look at and discuss

CJ asked Council members to respond to items on Slack even if they don't have a strong opinion either way.

BP has got a request from an experienced musician who hasn't been to a folk camp before.

Action – BP to offer them a Bursary place in sending the application form

PS asked Council members to read and comment on the AGM minutes.

There are some missing staff for the 2024 programme.

Action – CJ to ask Mic Spenceley to lead the Musicians Camp

Action – CJ to ask Dan and Felina Mason about a musician for the Spring BH Dalton

Disabled toilets are now booked with Wernicks.

Action – SP to cancel the tardis disabled toilets with Four Jays

## **13. Next meeting**

TBC after a Doodle Poll.

