

Minutes of the Bradwell Executive Committee, 10 July 2007, meeting at 48 St Thomas Road, Brentwood.

Present:

Members: Steve James (chair), Jonney Aldridge, Sue Fairweather, Barbara Maskens, Sheila Maxey (link trustee), Rosie Sinden-Evans – and Martin Riemer by phone.

Ex-officio: David Williams (centre manager and voting member), Gail Hayes (deputy manager)

In attendance: Roo Bull (former Development Manager), Margaret James

Apologies for absence: Jerry Macklow, Paul Seckleman, Olivia Hodgson

1. **Welcome** to Gail who was attending for the first time since her appointment as deputy manager.
2. **Opening prayer** was led by Barbara Maskens.
3. **The Minutes** of the previous meeting were agreed and signed.
4. **Matters arising:** item 13 – Jonney had understood from the previous meeting that the Autumn training weekend content would be discussed at this meeting, not that he and Sue would bring plans to it.
5. **Report from the link trustee** which had been circulated before the meeting. Sheila confirmed that the result of the three planning applications was as expected in her report.

She drew the attention of members to the need for up-to-date photos of people at Bradwell for the new web-site. They should be sent digitally or as paper copies to Jan Marshall as soon as possible. Martin Riemer suggested photos taken this summer meant the people involved could be asked for their permission. **Action – get in touch directly with Jan to discover what is wanted and by when.**

A revised updated edition of *Much Ado about Something* will be ready fairly soon probably costing £6. Margaret Lydamore needs photos but cannot receive them digitally. **Action – get in touch directly with Margaret.**

6. **Centre Manager's report:** this was warmly welcomed with its account of heavy use of the Centre in June, of 'Holy Fools' having, after all, been reasonably successful, and of Pilgrimage being very successful indeed (£450 added to the building fund) Gail and Matthew's presence was being felt and much valued. David warmly thanked all those who had helped over the past weeks and those filling up the helpers' list for the summer. Kevin Bruce had written to David in appreciation of this year's school sessions and it seems he is willing to continue in his current role but with new assistance from someone from the Essex Wildlife Trust.

7. **Programme updates.**

Othona Stock – David Seckleman was working with Trevor Darley about an events licence – and keeping David W in the loop.

Summer programme: posters promoting *Operation Noah* were distributed.

8. **Training weekend, 20 – 21st October** David reported that the two areas in which volunteers, according to their forms, would like training were First Aid and Health and Safety especially in relation to vulnerable adults. It was suggested that St John's Ambulance or the Red Cross might be approached for the former and an excellent previous leader would be approached for the latter. It was agreed that, once

arranged, David would send a letter to all volunteers who had asked for this training inviting them to book in.

Any others who felt the need of the training would also be welcome.

Action – Jonney and David

9. Summer helpers' team: A chart showing the names and roles was distributed. Good work had already been done in getting volunteers, but there were still a number of key gaps for wardens and cooks. Steve and David were continuing to work on this along with Sue who had indicated at the previous meeting that she wanted help with this responsibility. **Action – Steve and David**

There was concern about the low numbers for the *Natural and Holistic Therapies* week. Roo, Steve, Jonney and Barbara agreed to accept 6 laminated posters for that week to distribute around their area. **Action – Gail and Roo, Steve,**

Jonney, Barbara

The Fun Day, 4th August David updated the committee on some of the stalls expected. It was not thought necessary to accept the offer of a marquee. Jonney offered to do massage which would take place either in the Bank common room or one of the Bank rooms. Sue would have a stall with oils. Roo reported that her neighbour, Jan, who was looking forward to running a bric-a-brac stall had had a stroke and she hoped someone would run it on Jan's behalf. David hoped all would support this effort.

Action – all

10. Fund-raising report. Roo reported on the situation following the end of her contract as fund-raiser and following a recent meeting of the fund-raising committee.

Roo had written to 45 outside bodies asking for money. There had been no positive responses thus far.

The Cascade – phoning round all the members – was still not completed and Rosie and Ann Froggatt had agreed to tie up loose ends, respond to questions, send out letters if the phoning had not taken place. David expressed his heart-felt thanks to Rosie for taking on this responsibility.

The focus for the present would be on the membership and fund-raising events. By the Autumn we will know how much these various efforts have raised. One member has promised £1000 towards the electricity if we can raise the rest of the £60,000 by September. We are just over half-way.

Roo and David have agreed to remain on the fund-raising committee but it needs a new chair.

11. Any other business.

Sheila circulated a leaflet about an African charity, PENHA, which works among nomadic pastoralists in the Horn of Africa. Kees is heavily committed to this work and she wondered if it could be considered for next year's Othona charity.

David reported that Pilgrimage in 2008 will begin with a service at St Thomas and then proceed to the Chapel for a service. The theme of the planned workshops would be *Water* and any ideas would be welcome. He hoped we could increase the number of pre-booked lunches.

Next meeting – Tuesday 11 September 2007