

**MINUTES OF A COMMITTEE MEETING  
OF WYVERN SWIM & SUN CLUB**

**held at Wyvern Swim & Sun Club on 25<sup>th</sup> November 2023**

**In Attendance**

Heather Klages (Chairman)

Tony Green (Secretary)

Lynda Dorn (Lady Member)

Burt Dorn (Gentleman Member)

Pete Watts (Gentleman Member)

Nikki Owens (Treasurer)

Steve Langley (Minutes Secretary)

**The meeting opened at 11:00am by Heather Klages**

**1. Chairman's Opening Remarks**

**2 . Apologies for Absence**

Paula Curtis (Lady Member)

Margaret Matthews (Lady Member)

Mike Gibbins (Gentleman Member)

**3. Minutes of the meeting of 15<sup>th</sup> of September 2023**

3.1 The minutes were unanimously agreed to be a true and fair record of the meeting.

**4 Matters Arising from the meeting of 15<sup>th</sup> September 2023**

4.1 Steve Langley will conduct the risk assessment, as soon as possible, to include the toilet/shower block **Action Completed**

4.2 Group photo of the committee to be taken at a later date **Action Ongoing**

4.3 Website to be made more user friendly with contacts **Action Complete**

**5 Chairman's Report (see attached appendix 1)**

**6 Secretary's Report (see appendix 2)**

**7 Treasure's Report (see appendix 3)**

**8 Membership Report (see appendix 4)**

## 9 Confidential ( see appendix 5)

### 10 Site Maintenance

10.1 - Ride on Lawn mower -This action has discussed - Prices and availability of an new mower. Action ongoing Maintenance Team

10.2 Woodland walk. all members contributing to walkway Action continues

10.3 Suggest a project fund be set up for new main generator. 32amp generator will be required. Clubs power requirements to be checked. Old generator is now out of action  
Action ongoing Chairman/Treasurer

10.4 connect the 2no: spare solar panel on the roof to the batteries to increase charging capacity.

Action ongoing Maintenance Team

10.5 Install water supply into camp kitchen – This has been discussed and the decision is not to connect a water supply.

10.6 Install 12v/inverter powered lighting into camp kitchen

ACTION - Maintenance Team

10.7 Install working / foot path lighting to water tank and generator areas

ACTION - Maintenance Team

10.8 Link Solar systems currently on the club house and toilet block to increase storage capacity

ACTION - Maintenance Team

10.9 Install a manual call point and flashing beacon to give an audible and visible fire alarm system to the club house

ACTION - Maintenance Team

10.10 Produce record drawing of the complete electrical installation when complete

ACTION - Maintenance Team

10.11 Monitoring the temperature of the new fridge – New fridge thermometer to be purchased

ACTION - Maintenance Team

10.12 Storage for full and empty gas bottle onsite  
Secretary

ACTION - Maintenance Team &

## 11 Upcoming Events

11.1 - Christmas Lunch Saturday 16 December (Booked received menu) Heather

11.2 - New Year's Eve Sunday 31 December

11.3 – Burns Night 20<sup>th</sup> January 2024 Action Lynda

11.4 – Fun Day 29<sup>th</sup> June 2024 – Advertise in newsletter. Enzo and Laurel Canyon will make it a bigger event. Prices for visitors and food to be agreed.

11.5 – Pines club event on the 15<sup>th</sup> of June 2024

11.6 – Work weekends 24<sup>th</sup> & 25<sup>th</sup> February 2024

23<sup>rd</sup> & 24<sup>th</sup> March 2024

Food will be served

## Any Other Business

12.1 – Rob Flether has asked for a reduced cost for his partner. This has been refused by the committee and will remain as £10.00 per day visits.

12.2 – Date of next Committee meeting – Saturday 27<sup>th</sup> January 2024 @ 10:30 am

## Chairs report.

It's short and sweet one.

Halloween party was a huge success. We had a murder mystery. Two murders running around. There were two red herrings, which threw a lot of people off. Three dead. All in all it was great fun. Food was wonderful and a Halloween quiz in the evening

A big thank you to all who continue to support and help out at wyvern. Always work to be done and lots of projects on going.

## Appendix 2 -Secretary Report Saturday 25<sup>th</sup> November 2024

The Sauna has now been removed and is now serving has a potable water storage area that has a continual rotation system in operation.

our next work weekends will be

Saturday 24<sup>th</sup>/Sunday 25<sup>th</sup> February

Saturday 23<sup>rd</sup>/ Sunday 24<sup>th</sup> March

This should put us in a good place to start our season

Bacon Butties/Soup/Coffee for all in attendance

The new Solar panels and the new batteries seem to be working well  
The pest controller seems to have done a good job perhaps we should see what is available for rodent control

We have constructed a covered area to the rear of the camp kitchen  
For storage of a generator, fuel must still be in metal cabinet in shed.

Mike Brimble is well under way in the construction of his tool shed.

A ramp has been put in place to the camp kitchen as requested.

The walkway is still ongoing with lots of bulbs and planting and ornamentation.

1. It has become very apparent that tents should not be left erected. over Winter has they get destroyed it does show the importance of strengthening the Dandy roofs during this period, It has been passed by the committee to ensure this job is done.

It would appear that going forward with the club, we could use

1. A battery charging bank to store and charge spare batteries when not in use.( panels and batteries) in stock
2. A ride on (mower /leaf collector/mulcher) approx. £2500
3. A new generator to replace a dead one approx. £500-800
4. A Storage shed approx. £3000
5. Chipper hire or buy

If the committee agree, these items should be programmed in

to an ongoing yearly planner taking into account any financial and membership trends and bank balance forecasts

### **Appendix 3 Treasure's Report**

Up to till 21<sup>st</sup> November 2023

Current Account £7459.15

Business Account £64.09

35 Day Account £5235.90

Cash £1013.35

Total £13772.49

### **Appendix 4 Membership**

Membership has risen from 73 to 88 + 2 Provisionals.

Since the AGM

Meeting closed by Heather Klages at 13:00hrs