

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

**held at Wyvern Swim & Sun Club on 27<sup>th</sup> January 2024**

**In Attendance**

Heather Klages (Chairman)

Tony Green (Secretary)

Lynda Dorn (Lady Member)

Burt Dorn (Gentleman Member)

Pete Watts (Gentleman Member)

Steve Langley (Minutes Secretary)

Linda Sanders (Lady Member)



**The meeting opened at 10:30am by Heather Klages**

**1. Chairman's Opening Remarks**

**2. Apologies for Absence**

Nikki Owens (Treasurer)

Paula Curtis (Lady Member)

Margaret Matthews (Lady Member)

Mike Gibbins (Gentleman Member)

**3. Minutes of the meeting of 25<sup>th</sup> November 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 25<sup>th</sup> November 2023**

**4.1** - Group photo of the committee to be taken at a later date.

**Action Ongoing**

**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 a 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. £1000 ringfence for new generator.

**Action ongoing Chairman/Treasurer**

**10.4** Produce record drawing of the complete electrical installation when complete

**ACTION - Maintenance Team**

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

**ACTION – Tony & Heather**

**10.6** Storage for full and empty gas bottle onsite. Shed to be used with ventilation holes drilled in the bottom.

Flammable Gas sticker to be purchased.

**ACTION - Maintenance Team & Secretary**

**10.7 Conifer trees to be cut down & logged, stored, and used for firewood for next year.**

**Action Maintenance Team**

## **11 Upcoming Events**

**11.1 - 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.

**11.2 – Tony & Heather’s Wedding reception 25<sup>th</sup> May 2024**

**11.3 – 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 has been agreed by the committee - Visitors £20 & Members £10**

**11.4 – Pines club event held at Wyvern on the 15<sup>th</sup> of June 2024**

**11.5 – Summer Christmas dinner 27<sup>th</sup> July 2024**

## **12 Any Other Business**

**12.1 – Linda Sanders to print new membership cards for 2025**

**12.2 – Note pad to be made available for members to write in ideas and suggestions. Can also be used for arranging jobs which need to be done onsite.**

**12.3 – Clubs energy usage to be monitored this includes logs & Petrol.**

**12.4 – Site security and fencing. Pete suggested getting a quote from Landscapers who will have all the necessary tools and know how.**

Committee agreed £1,500 cost for planting.

£1,800 for 100 meters of trees 4feet – 6feet tall (3 trees per equivalent to one fence panel.)

£4,100 for 100 meters of fence panels, not including posts, gravel boards etc.

**12.5** - [www.naturism.media](http://www.naturism.media) Magazine has been discussed and agreed to purchase one copy to take a look before subscribing.

**12.6** – 44mm garden shredder to be priced.

**12.7** – Garden waste incinerator/burner to be priced/built.

### **Appendix 1 - Chairs report.**

A happy new year to you all.

The Christmas meal at the Duke was lovely.

New Year went down well too.

Saturday 20<sup>th</sup> January Lynda and team cooked a lovely burns lunch for 15 people.

Looking forward to the coming year.

Burns lunch next year must be advertised on a first come first serve basis.

### **Appendix 2 - Secretary Report Saturday 2024**

Welcome to 2024 and another year at Wyvern

First of all, a big thank you to all members that have to put in the hard and continuous work that makes the club run as efficiently as it does.

There is always room for improvements and all suggestions should be heard and listened to, and any new suggestions discussed, and outcomes acknowledged in writing so as members know they been heard and not ignored. (but I think a new notice in clubhouse would be more appropriate or discussions).

We need to get prepared and regroup for the new season  
Our tasks will be to tidy up areas and reduce and unnecessary excess  
ie (pots and pans, unusable tools, old containers (buckets, tanks) any  
old chairs tables as storage is always at a premium

We need to refill our water storage tanks,  
Roof our hotel dandies,  
Fencing or trees down gulley, and donkey fields,  
Clean solar panels and roofs,  
Change lock codes, renew insurances,  
Monitor our planting and watering and growing  
Check for damaged trees and branches  
Check gates, doors, decking and floors and walkways for any obvious  
problems  
Check Fire extinguishers, Gas bottles  
Check Plumbing, Electrical issues, Solar panels,  
Update H&S risks assessment marked and acted upon

Being retired. I understand how difficult it is for working members  
who don't live close, working all week and then to physically work on  
site but this work is always ongoing and essential.

At present and throughout 2022/2023 the maintenance role has  
been carried out by myself and a team of helpers. We are in a  
position to recruit more willing and able maintenance team  
members.

It has been suggested by a trustee that this role be offered to  
someone else on the committee other than the secretary. or to co-  
opt another to enable them to build a maintenance team and employ  
from outside for any tasks that we cannot do within.

Our next work weekends will be:

Saturday 24th/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  
But only when the sun is shining, the generator is working as is the  
smaller red generator so we are not in danger of losing power

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

Up to till 28<sup>th</sup> January 2024

Current Account £12,991.66

Business Account £64.24

35 Day Account £5,263.02

Cash £1,366.78

Total £19,685.70

### **Appendix 4 Membership**

Membership numbers will be updated at the next committee meeting.

Meeting closed by Heather Klages at 12:15hrs.