



## NCA Minutes for 15th February 2024

**Present:** Gaye Strudwick, William Benson, Theresa Ferguson, Emilia Dabrowski, Paula Payne.

**Apologies** N/A

Meeting began **19.00**

### **Actions from previous minutes:**

- Minutes of last meeting agreed and to be sent to Annalisa for website
- Group emails - persevere with current system but look for simpler methods.

**Actions:** GS to look at WhatsApp, WB to check "who has read system"

### **Chair Update**

- NCA Leaflets completed and printed. Ready for distribution to the new homes and some given to the relevant Estate agents in Nansledan. **Actions:** ED to distribute in Rialton, GS to submit invoice for Leaflets and WB to arrange payment to GS thereafter.
- Both website and Facebook being updated by Annalisa who is happy to continue in the role of "web master" on a voluntary basis, but not as a full-time committee member but will be invited to attend Duchy meetings.
- Events list, dates and Lead persons identified. (see attached Excel spread sheet),

**Action:** all leads to start planning process and update at next meeting.

### **Treasurer updates:**

- TF now a signatory on account but further action needed to completed change over - this is already underway.

**Complete – all paperwork done and card reader received. WB/TF now full signatories for Bank account**

- Bank not helpful with extending card payments system.

Action: ED has a possible solution and will look at this with WB

#### **Secretary update:**

- Notes from both meetings have been distributed and agreed.

Action: Duchy Notes need re-formatting to pass on to them - TF/PP

#### **Events:**

- Benches - it would seem that Duchy still owe us a promised bench and we are still waiting to hear from Boardmasters.

Action: TF to follow these up – Update, received reply from Boardmasters who indicate that the results of the applications will be available in the coming weeks.

- TF will be working Easter Sunday so need to rethink Event.

Action: PP/TF will look at this. TF has requested an Early shift and hopes to be available for the start of the event which will be 1400hrs.

#### **Any other business:**

- NCA Constitution - WB issued everyone with highlighted copies of the constitution. This was to act as a reminder to the Committee of the working agreement of the Committee and that all coms or decisions need to be run past the Committee before being publicly announced. Also, when using Facebook for personal comments then ensure to make comment that the comments are made not as an NCA member but as yourself
- Notice board - It was agreed that we need to get this repaired as soon as possible. ED has a contact who will be willing to do this once back from hols.

Action: ED to provide update ASAP so that committee can decide who to give the work to repair the notice board.

- Meeting closed at 21.30

