



Bourne Freemasons Club (BFC)

A meeting of Bourne Freemasons Club was held at the Masonic Centre, Roman Bank, Bourne on 20th March 2023. The meeting opened at 7.00 pm.

PRESENT:

Clifford Crump, Ian Bratley, Peter Flint, Steve Baker, Ian Greenfield, Ray Brooks, Richard Simpson, Stewart Rodgers, Ian Delaine Smith, Alan Farmer, John Cooper, Peter Flint

APOLOGIES:

Apologies had been received from, Nigel Lindley, Graham Allen, Mike Dench

MINUTES: The minutes of the last meetings were signed by the Chair to be forwarded to the secretary as soon as possible

The meeting was opened by the chair. The Chair welcomed everyone and proceeded to update all members and Trustees of details arising or resumed from our last meeting:

Following an accident on 17th December, which has now been investigated by our insurers, they have decided to settle. We await further details. However a temporary repair has been effected to the drain pipe outside the lodge. Physical review still needed for gutters and more permanent repairs effected. Clifford Crump to liaise with Sandals' Roofing to quote for the work.

The external safety audit of the centre on Monday 27th February highlighted several urgent areas of concern, copy of which is available online to view. See Safety Officers report following:

PAT testing of electrical items in the hall was started early Jan and due to the workload of our Electrician, will be continued shortly. To be chased by Alan Farmer

Following the communication regarding our electricity supply, Western Power have now issued 2 new MPAN numbers for us to register with power company of our choice for us to start receiving bills. Follow up Ian Bratley

Details have been circulated of the forthcoming 'Race Night' on 29th April.

Décor – Bar and hall / Bar & security Grill:

Following our meeting Sunday 5th March to physically formulate some design ideas and decor for the bar area, the details have been minuted and uploaded to the web site for reference and future discussion by the full committee.

<http://bournefreemasonsclub.co.uk/bar.html>

Cupboard for KT:

Stewart Rogers to speak with John Gregory asap to organise.

Organ in Hall:

A New Amplifier has been obtained to replace the old one which no longer worked.



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Safety Officer Report

Both Safety Officers have been dealing with the issues raised from the 2 recent safety audits that impact on our responsibilities and duty of care whilst maintaining the premises available for use.

A complete review is in progress and Peter Flint went on to explain the scope of what is needed, in essence every policy since 2011 needs updating and re-writing and to be made visible to all users of the building. These included the clubs Health and safety Policy statement, Hiring Agreement etc. The Policies and Procedures also need to cover the responsibilities of those social groups hiring the building.

It was agreed that once each policy document was updated it would be uploaded to the website for review

http://bournefreemasonsclub.co.uk/members/new_file_cabinet.html

and a suitable storage cabinet be obtained and sited in the building to allow access and reference to said documents. Discussion continued regarding any additional support that might be required and both Ian Greenfield and Steve Baker offered their help as necessary.

It also followed that there was still work to be done in implementing the recommendations regarding the remedial action highlighted in the audit and a priority list is to be created and actioned accordingly

Hiring's Officer Report

Ian Greenfield explained that whilst we are not actively looking for additional 'business', hiring revenue has been increased by our recent pricing review and by our current social groups increasing their usage of the hall. It was also stated that each group hiring the hall on a regular ongoing basis must have, and sign, a new 'Condition of Hire' statement as soon as possible.

Revenue/Treasurers Report

Ian Bratley, acting as treasurer, advised our monthly bank statements showed a current balance of £27900 which is as expected. This leaves us in a healthy position for the forthcoming year with revenue and expenses being in line with past years.

We have just received our rates demand 2023/4 and whilst it was noted that our buildings rateable value had increased to £22000, he was pleased to say that due to the continuation of a rate relief, post Covid, being applied, our liability appeared to be approx £200 per month. It was also noted that the Sum Up proof of identities were duly forwarded 14/3/23. The Chair also let it be known that it was impossible for him to continue as acting treasurer and that we must get this position filled as soon as possible.

Any other business: Housekeeping/fabric

Glass washer appears u/s and the cooler cabinet in the bar needs replacing ...MH/RB

Fit/Replace filters for Air Purifiers ...PF

Arrange annual servicing for new boiler 2023...IB

PAT testing of all electric equipment in Hall and Temple still to be completed...IB

General housekeeping notice now updated, posted online and to be circulated...IG



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Following the meeting it was suggested we give consideration in the future to appoint a part time

General caretaker. It was obvious, following the recent audits, that there will need to be ongoing regular checks and inspections that we are obliged to carry out, coupled with other duties such as ground maintenance and odd jobs that warrant future discussion.

Meeting closed 8.45pm

Signed:

Date:

Addendum to Minutes – 5th June 2023

Revenue/Treasurers report

Reference: BFC Treasurer/Gareth Derbyshire

As you are aware, we have been actively looking to fill the above vacant post to serve on our committee.

On this basis, both the Chair and Vice Chair recently met with Gareth Derbyshire (Lodge of Aveland) and explained the position and scope of responsibilities to him. They were pleased to report that his financial and compliance experience, and his enthusiasm to be involved with the BFC made him well suited to the position.

Gareth was initiated into Lodge of Aveland some months ago and is active on several non-Masonic committees within the community. He has been a local councillor for Thurlby Parish Council and runs his own finance and compliance consultancy.

With the above in mind every committee member was electronically balloted on 30th May 2023: Firstly to propose him as a member of the committee (Proposer: Ian Bratley, Seconded: Ian Greenfield)

Secondly to propose him to take over the role of Treasurer (Proposer: Ian Bratley, Seconded: Ian Greenfield)

Both ballots proved entirely favourable and the proposals were passed.

The committee looks forward to seeing Gareth at our next meeting and Ian Bratley, as acting Treasurer, will liaise with him in handing over the previous financial records to date.