

	Judy Pattison – Other charities tend not to put membership application form on the website. Suggestion to invite membership through a comments feedback. Need to add “unsubscribe” link to emails. Judy proposes setting up a database. ACTION Judy and Steve to work on developing a membership list.	SP/JP
6.	<p>Hut usage, bookings</p> <p>Review and new process (JC). Problems with Google calendar, and that people making bookings do not consult the calendar. Jackie was using both a paper calendar and the Google calendar. Need to check money received correctly.</p> <p>Review of regular events:</p> <ul style="list-style-type: none"> Choir – agreed that choir pays usual booking fees for the choir practices. Discussion of funding for conductor for events and preparation. <u>Agreed</u> that NCA would pay costs for community events (but not for events outside Newtown) – 4 per year, others to be decided on a case-by-case basis. Newtown School have a choir – potential to link with NCA Choir for joint events, especially Social Café. Qigong – will pay usual booking fees. Social Café – no booking fees. Others <p>Door codes – Julie to send list to Peter.</p>	JMC/ GCJ
7.	<p>Hut Issues</p> <p>Maintenance – nothing significant, toilet light being replaced.</p>	JMC
8.	<p>Website</p> <p>Development of new site, (Peter Montgomery)</p> <p>Potential developer (through Sidwell Centre) at £10 per hour, inc hosting at £120 per year. Requirements – Bookings, email subscribe/unsubscribe, groups update their own content. Proposal – to contract Pauline Haggerty, of Dragonz Designs (http://www.dragonzdesigns.co.uk/) for 30 hours work. Agreed.</p>	PM/GCJ
9.	<p>Projects:</p> <p>Friends of Belmont Park – Jo Evans – (Joanne has moved, and Ruth Mollins very busy). Consultation done with children, user groups. Spoke to Dawn Rivers. Next deadline for Grassroots Grants is 26 February. Peter ? covering the parks equipment for ECC Parks Dept – ECC keen to re-invigorate Belmont Park. Discussion of funding, scheduling and vision plan.</p> <p>ACTION: Publicise (newsletter and social media) and request help, especially volunteers.</p> <p>Landscaping near Newtown Primary (report from Julie Belshaw) – Jayne Leaver facilitated, Su Aves discovered ownership. Council said they would clear brambles, but nothing happened yet. Discussion of volunteer opportunities – Students Guild, Police Cadets, company team-building, etc.</p>	EP/JMC
10.	<p>Annual General Meeting 2018 – Preparation – Date - Monday 19 Feb 2018..</p> <p>Trustees election</p> <p>Agreed that all trustees standing will send brief biographies to Secretary. Sec will circulate a notice to Ella list. (James Leigh is not standing again).</p> <p>Agenda items</p> <p>Items 1-8 in first 30 minutes, then break, then continue.</p> <p>Steve to invite Councillors, and Police; Rory to invite Community Wardens.</p>	All SP/RM

11. Communications Newsletter – discussion of principles concerning publicity (newsletter and website) for organisations using the hut. Printed copy of newsletter – need for large-print version. Agreed to try again. Social Media – report from James Cotter – social media reach increasing.	
12. Other Events Respect Festival – 30 June / 1 July 2018.	
13. AOB NTR	
14. Date of next Committee Meeting Decide after AGM	