

Beach Wheelchairs

Minutes of the Board Meeting 28th August 2017

Present

Mel Kay (interim Chair), Karen Sinclair (Treasurer), Bryony Capaldi, Debbie Gibb and Dave Gibb.

Apologies

Alison Brown (Secretary), Len Groom.

Minutes

Karen has requested that we amend the minutes for 19/6/17 to include her name under 'Apologies'.

AB

Proposed **MK** and seconded **BC**.

Matters Arising

Len and his wife are becoming increasingly unwell; however, Len remains a Trustee and the board will offer whatever support they can.

Elizabeth is continuing to recover, supported at home by Robin, and likewise The Board will continue to offer help and support.

Board Invitation - Fergus Watson to be invited to join The Board and Bryony to invite two of our High School Volunteers to join us. **MK & BC**

Three Island Sail - It was agreed to postpone the 'Three Island Sail' until next year. **MK**

The Afternoon Tea – The Afternoon Tea received very positive feedback and raised a total of **£5,100**; it was agreed that we would like to host this event again in 2018 in preference to a Christmas Party @ The Marine, should either opportunity be offered.

Santa - It was agreed to repeat our Santa at the Harbour event again this year, date to be set.

Volunteers - It was agreed that 'WhatsApp' has been an effective way of communication to our volunteers this summer, Bryony to contact volunteers to encourage use of this app. **BC**

Booking Phone Rota - Debbie has agreed to hold the booking phone on a regular basis (Wednesday-Friday); Bryony to draw up rota. **BC**

National Marine Centre - A letter of objection has been sent to The Harbour Trust, the petition closes at the end of September.

Equipment and Maintenance – Fabian, who has agreed to attend to the maintenance of the Beach Wheelchairs and Beach Hut, has been away for the summer, Mel will contact him for an introduction. **MK**

Beach Hut No.2 - Mel will contact Jayne at The Harbour Trust to say that we are happy to support any planning application to make the site of the new Beach Huts permanent and for them to remain in place through the winter months. **MK**

Training Sling - After discussion it was concluded that, as previously, the training sling is not to be made available for BW users due to safety concerns as slings are very specifically designed for the individual. Bryony to communicate this to volunteers. **BC**

Insurance – The question was raised as to whether our existing policy incorporates the Portobello operation or if a separate policy is required? **AB/KS**

		ACTION
1	<p>Ramp</p> <p>Mel has had communication from Sandra to discuss if we are still prepared to make a £10,000 contribution towards the work which could go ahead as early as September 2017. Mel to seek more information regarding the plans and the Board agreed the need to discuss this further.</p> <p>No invoice has yet been received for our £1,000 contribution towards the feasibility study.</p>	<p>MK</p> <p>KS</p>
2	<p>'Artemis'</p> <p>We have been contacted by a charitable trust called 'Artemis' inviting us to apply for funding, this may contribute towards the cost of a number of improvements to our service including the ramp project or the acquisition of a powered chair.</p>	<p>MK, AB & KS</p>
3	<p>Powered Chair</p> <p>Mel has requested information from Phil of 'Adventure Mobility' re the acquisition of a sustainably powered chair and what options may be available.</p>	<p>MK</p>
4	<p>Portobello Update</p> <p>Alison has been working very closely with the Portobello Group in establishing a group structure, equipment and a suitable site, please see her attached report. It was agreed that we are available to advise and assist in any way we can.</p> <p>Karen raised the issue of inviting a member of the Portobello Group to attend our Board Meetings in future in compliance with OSCR. MK/AB</p> <p>The discussion raised concerns regarding overall responsibility for roles and the need for a joint structure for moving forward, with the underlying concern that we could leave ourselves exposed. KS</p> <p>Karen to research a legal adviser to advise us though our affiliation responsibilities. KS</p>	<p>MK/AB</p> <p>KS</p> <p>KS</p>

Reports:

Portobello Report AB

Draft Trustees Annual Report KS

Name _____ Signature _____ Date _____

Date of Next Meeting: Evening Meeting - 25th Sept 2017 @ 7.30pm @ Alison Brown's home.