

For external circulation

Note of Meeting of the Trustees of UKMSA
7th October, 2019
RVS Offices, Victoria, London.

Present:

<i>Nathan Sarea, Chairman</i>	<i>NS</i>	<i>Elise Cook</i>	<i>EC</i>
<i>Jo Phillips,</i>	<i>JP</i>	<i>Brian Cooke</i>	<i>BC via telephone</i>
<i>Mark Lindsey, Treasurer</i>	<i>ML</i>	<i>John Rushforth</i>	<i>JR</i>
<i>Chris Lee</i>	<i>CL</i>	<i>John Latchford</i>	<i>JL</i>

Apologies:

<i>John Jarvis</i>	<i>JJ</i>
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In attendance:

<i>Mike Jenn, Honorary President</i>	<i>MJ</i>
<i>Charlie Bethel, Chief Officer</i>	<i>CB</i>

The following notes reflect the discussions and decisions made by the Board of UKMSA on 7th October, 2019

Minutes of previous meetings were approved.

Trustees

The Trustees intend to appoint a Vice Chairman at the next meeting from within the Board. This role will support the Chairman and provide additional capacity where appropriate for external events and meetings.

The Board noted the tremendous support of the members at ShedFest and the Annual General Meeting.

Finance

The Board discussed at length the recommendation by the vast majority of the members at the Annual General Meeting to review the membership structure in terms of the cost of membership. This will be placed on the agenda for the next meeting.

The Board discussed and recognised the need for a mixed economy of income streams to support programmes and particularly the membership services function of the organisation.

The Board noted the generosity of Sheds who made direct donations to UKMSA and thanked them for their support.

The Board received the management accounts and discussed a number of financial matters. The organisation is in a robust position and is planning for the future and supporting Sheds with sustainable projects and programmes.

Policies

The Board thanked John Latchford for agreeing to chair a Task and Finish Group looking at Regional and national structures within UKMSA, Andi Saunders for agreeing to chair the Committee for Property, The Technical Committee Chairman, Charles Parkes OBE and Paul Egerton who agreed to Chair the Health and Wellbeing Committee. The latter three groups will primarily support the development of Fact Sheets and Resources to support Sheds in a variety of subjects.

Amongst the many areas that the Committees will look at are Health and Safety and Social Prescribing.

UKMSA are also looking at fact sheets on Gift Aid and a strategy looking at the role of the Shed with safeguarding with an aim for Sheds to be safe and legal.

The review and development of other policies continue along with the development of a two to five year strategy.

Business Development and Operations

The Board noted the development of a new database system is in progress and are looking forward to this project making registration for member Sheds easier and more efficient.

It was noted through ShedFest there are likely to be additional companies that will provide 'preferential rates' to Sheds. This is being followed up.

The Board noted the support of Charitable Trusts, Companies and partners who have contributed with resources to UKMSA throughout the year and particularly ShedFest. The partnership with the Royal Voluntary Services was also highlighted as a particularly positive relationship.

The Board noted that UKMSA are working on the development of a funding bid to support leadership and sustainable approaches across Sheds whilst continuing to work with partners and other organisations.

The Board also asked that UKMSA staff look into the aspiration of enlisting support to provide 'welcome packs' for new Sheds.

The development of the Volunteer Ambassador programme was discussed and congratulations were passed to the Development Manager as the number of Ambassadors has now increased to thirty.

The Board discussed policy on how to better engage minority groups and believed strongly in a community-up approach supporting the needs of communities.

The Board approved an approach to develop third sector partnerships moving forward.

Staffing

The Board welcomed the appointment of Leo Pswarayi as the new Digital Communications Officer. A group of Shedders will support the induction of Leo and act as a sounding board. Leo will be managed by the Chief Officer.

(Note: since the meeting Laura Gill has been appointed Membership Services and Support Officer to cover Laura Winkley's maternity leave)

Membership

The Board discussed and agreed that it would be prudent and good governance to receive copies of Shed's governing documents when they apply to be members of UKMSA and to also ask a Shed to declare that they fulfil the Characteristics of a Shed.

The Board noted some Sheds had not received renewal certificates and this will be rectified.

The Board discussed the benefits of membership to UKMSA and the key reasons for being a member were seen as foremost supporting the wider Shed movement, followed by the opportunity to network, Shed discounts together with preferential rates and access to resources for development, governance and projects.

Events

The staff, volunteers and speakers who helped deliver ShedFest were thanked for the hard work and delivering an extended programme with the Shed of the Year Awards this year. All recipients of the competitions and Awards were noted, as was the generosity of sponsors.

It was noted that UKMSA intends to deliver a northern satellite event next autumn and move the main National ShedFest to Worcester next year on the 6th July, 2020.

The Board discussed Regional ShedFests or gatherings. It was felt that regional events should be initiated locally. UKMSA would provide support and guidance through the development of resources discussing what local events might look like, how they might be funded, and how to plan a local event. It was noted that funding was not available at this time.

UKMSA will be attending a ShedFest in Dumfries and Galloway and the Harrogate Show in November.