

## West Shires Alpaca Group

### Committee Meeting

<b>Date</b>	13-Nov-2019 (9)
<b>Location</b>	Teleconference
<b>Attendees</b>	Iain Sharp, Anne Cheston, Julia Berry, Jay Holland,
<b>Apologies</b>	Pauline Key, Roger Mount,

<b>AGM</b>		<b>Action</b>	<b>Due Date</b>
1.1	<p>25-Sep-19 - No progress yet</p> <p>17-May-19 - No progress yet</p> <p>13-May-19 – No progress yet</p> <p>16-Apr-19 – No progress yet – needs a few updates and definition of a quorum (possibly 3)</p> <p>6-Feb-19 – No progress yet</p> <p>21-Nov-18- No progress yet.</p> <p>Charter – Iain/Julia to review and propose changes.</p>	IS/ JB 2/2	
1.2	<p>13-Nov-19 – Cotswold Seeds have been contacted but have now mentioned a fee of £200. It was agreed we would try and get a lower fee but would agree with what they request.</p> <p>25-Sep-19 – Pasture management was suggested. Cotswold Seeds to be contacted.</p> <p>17-Jul-19 - Date for next year's AGM set as Sunday 23<sup>rd</sup> February 2020 at Stoke Bliss Village Hall. Consideration of a suitable talk/presentation is to be given by all – we need something that is appropriate for all members and will attract a good attendance.</p>	JB 8/1  All 7/1	Complete

<b>Financial Update</b>		<b>Action</b>	<b>Due Date</b>
2.1	<p>25-Sep-19 – No progress</p> <p>17-Jul-19 - Concern was expressed about the difficulty of using the current bank account. Paper statements need to be obtained from a branch, there is currently no online view and payments can only be made by cheque and require 2 signatures. IS to investigate alternative accounts that would allow online banking with a two step approval process for payments.</p>	IS 7/2	

<b>Midland Championship</b>		<b>Action</b>	<b>Due Date</b>
3.1	<p>13-Nov-19 – Caterers wanted a flat rate of £400 which was deemed to be too high. Enquiries were made with a local bakery that provided 'Breakfast' and 'Lunch'. This worked very well and provided a very sociable atmosphere. Less bacon rolls and croissants were needed and more pasties. Exhibitors were asked to make a donation to cover food and drink. This came to around £174.05.</p> <p>25-Sep-19 - Ongoing</p> <p>17-Jul-19 - Catering needs to be improved. Last year it wasn't available when exhibitors wanted it and there was limited choice that didn't cover dietary requirements. IS to check what is available. An alternative would be to get Stockmans bar opened but we will have to guarantee income.</p>	IS 7/6	Complete
3.2	It was felt that the show was a great success.		
3.3	Three Counties were happy with the state of the hall after we left.		

3.4	Investigations will be made for alternative venues. IS to investigate cost of matting with Emma Taylor.		
3.5	There were plenty of volunteers for both days.		
3.6	There was an alpaca escapee overnight but it was handled as someone was present overnight. This really needs to be a requirement for future shows.		
3.7	The Ecobed quantity worked well, with just a couple of bales left over, although a couple of exhibitors did not attend.		
3.8	Pen plan needs to consider power points and where leads need to go to avoid too many leads draped across the floor.		
3.9	Trophies for colour championships to be considered for the Midland Championship Halter Show in the future.		
3.10	Need more accurate estimate of hurdles that would be required so that not too many are bought into the hall.		
3.11	Some people asked about young handlers class. It may be something more suitable for R3Cs.		
3.12	A few extra tables would have been helpful.		
3.13	JB to send results and feedback to Grassroots	JB 9/1	
3.14	RM to provide list of sponsors and the associated championship to go in catalogue and be provided to commentary for future shows.		
3.15	Wrap up for show and 'thank you's' should be done before the Supremes are judged.		

R3Cs		Action	Due Date
<b>R3Cs Wrap Up</b>			
4.1	25-Sep-19 – To be picked up next year with 3Cs. <i>17-Jul-19 - It would help if we had more lights over the arena/maybe lower. IS to discuss with 3Cs.</i>	IS 7/11	On hold
4.2	25-Sep-19 – To be picked up next year. Jay was not asked for the information when he entered his animals!! <i>17-Jul-19 - Grassroots to be asked if the entry form can include asking exhibitors which nights their animals will be present and whether they will combine animals with another herd. RM to include in request for Grassroots to manage entries.</i>	RM 7/12	On hold
4.3	25-Sep-19 – It is down to the judge to decide. JH to ask judges. <i>17-Jul-19 - Commentary – need to confirm if winners of each class can be announced. Jo Bridge requested that this was not done as it could bias the judge in championship and supreme championship classes but some members thought this was done at other shows. JH to confirm.</i>	JH 8/2  JH 7/14	  Complete
4.4	13-Nov-19 – Stationary purchased and available for the MCHS 25-Sep-19 – To be completed <i>17-Jul-19 - JB to purchase stationary/show requirements and possibly alpaca balloons to attract visitors to the tent.</i>	  JB 7/15	  Complete
4.5	13-Nov-19 – Coats were available for the MCHS 25-Sep-19 – AC to organise purchase of lab coats and logos or armbands provided the overall cost is less than £200. <i>17-Jul-19 - It was discussed whether we should provide volunteers with white coats. It was felt that this was only necessary for ring stewards. But it would be nice to have some kind of easily recognisable 'garment' for volunteers/stewards. AC to investigate.</i>	AC 8/3  AC 7/16	Complete  Complete

Membership		Action	Due Date
5.1	<p>25-Sep-19 – Only two members have not renewed.</p> <p>17-Jul-19 – Reconciliation has been carried out on a number of occasions. IS to follow up on those that have renewed but not paid. A number of members have not renewed their membership these are to be contacted directly one last time!</p> <p>13-May-19 – There needs to be a reconciliation between the bank and membership renewals to ensure that those that have renewed have paid. IS to chase any that haven't paid.</p> <p>16-Apr-10 – Membership renewal – first email has been sent out. Another to be sent now and end of April.</p>	<p>JB 7/17</p> <p>IS 6/9</p> <p>JB 5/9</p>	<p>Complete</p> <p>Complete</p>

Website/Social Media/Newsletter	Action	Due Date
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Events		Action	Due Date
7.1	<p>17-Jul-19 – No progress</p> <p>13-May-19 – No progress.</p> <p>16-Apr-19 – Cotswold seeds are happy to do a Paddock Maintenance talk but cannot do it until September. Suggested it be organised for October (Snowhill Village Hall or on site at Cotswold seeds)</p> <p>6-Feb-19 - Harper Adams do not want to support the group with a paddock maintenance talk. Potentially we could approach Hutchinsons or Cirencester.</p>	<p>JB(AB) 6/10</p> <p>JB(AB) 4/7</p>	<p>Complete</p>
7.2	<p>13-Nov-19 – Husbandry course was held and was a great success with good feedback from participants.</p> <p>25-Sep-19 – Husbandry Course was cancelled. This to be re-organised for 19<sup>th</sup> October. Email – JB to send email to all members and AC to publish on Facebook.</p> <p>17-Jul-19 – It was agreed that we should hold this in late September at Abberley Alpacas – JB to check for suitable dates with JH.</p> <p>13-May-19 - Ongoing</p> <p>16-Apr-19 - Basic Husbandry to be run by Jay et al but held at Apple Cross Alpacas or Abberley Alpacas- September</p>	<p>JB/AC 8/5</p> <p>JB/JH 7/20</p> <p>JH/JB/IS/ AC 5/12</p>	<p>Complete</p> <p>Complete</p> <p>Closed</p>
7.3	<p>25-Sep-19 – To be organised for 7<sup>th</sup> March.</p> <p>17-May-19 – Date in March to be organised.</p> <p>16-Apr-19 - Breeding Decisions – February 2020 to use groups of animals from both Snowhill and Pure. It can be held at either venue.</p>	<p>JH/RM 5/13</p>	
7.4	<p>13-Nov-19 - Menus sent out. It was agreed to subsidise the meal for non volunteers at £10.</p> <p>25-Sep-19 – IS to get menu and then an email will be sent to members.</p> <p>17-Jul-19 - It was suggested we organise an event for volunteers as a thank you. As we have something organised for the next few months and volunteers would be needed for the Midlands Championship Halter Show, it was suggested that we delay this until December. We could hold a WSAG social function. The group could pay for volunteers and subsidise for everyone else. IS suggested the Manor Arms, Abberley which has a function room and will provide a menu to suit costs, it was suggested this be held on 7<sup>th</sup> December. IS to confirm room is available.</p>	<p>IS 8/4</p> <p>IS 7/22</p>	<p>Complete</p> <p>Complete</p>

AOB	Action	Due Date
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9.1	<p>17-May-19 – AC to investigate cost of a separate mail box</p> <p>13-May-19 - IS to show JB how to do it.</p> <p>16-Apr-19 – Iain to set up the email reply for JB</p> <p>6-Feb-19 – Instructions are to be sent for replying to emails that originate from the 'info@wsag.org.uk' address.</p>	AC/IS 4/8	
9.2	<p>25-Sep-19 - Ongoing</p> <p>17-May-19 – No further progress – see Financial Update for action to look at alternative banks.</p> <p>13-May-19 - IS needs a signature to complete the application</p> <p>16-Apr-19 – IS has sent in a form to Lloyds – awaiting information.</p> <p>6-Feb-19 – It would be useful for the secretary to have a view on finances in order to check whether payments have been made.</p>	IS 4/9	

<b>Next Meeting:</b>	9-Jan-20 7.30pm – Apple Cross Alpacas
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