

# Folk Camps Council Meeting

Sunday 22 November 2020 10am

Convened by video conference as face to face meetings are prohibited during the Coronavirus Pandemic.

## AGENDA

- 1 Appointment of officers (chairman, vice chairman and company secretary).  
Admin Manager temporarily in the chair.
- 2 Apologies for absence
- 3 Approval of Minutes where available
- 4 Administration Report
- 5 Appointment of Sub-committee members
- 6 2021 Programme
- 7 Proposed Dates and Venues of 2021 Meetings
- 8 Any other business

## Present

### Council Members

Rebecca Boram	RB
Marcus de Frettes	MdF
Anne Guthrie	AG
Mel Horton	MH
Anthony Keen	AK
Sue Malleson	SM
Claire Mycock	CM
Patrick Self	PS
Paul Weir	PW

### Contractors

Graham Clements	GC
Jenny Hopper	JH
Kerstin Jewell	KJ
Steve Porritt	SP

### 1. Appointment of Officers

Marcus De Frettes was proposed (PS) and seconded (PW) as Chair, unopposed. Elected unanimously.

Patrick Self was proposed (MdF) and seconded (AG) as Vice-Chair, unopposed. Elected unanimously.

Anne Guthrie was proposed (MdF) and seconded (MH) as Company Secretary, unopposed. Elected unanimously.

MdF took over as chair of the meeting and welcomed CM and AK back to council.

AG volunteered to take the minutes. RB offered to take minutes at the next meeting.

2. Apologies for absence  
None. All council members and contractors present.
3. Approval of minutes  
None available. It was requested that the minutes of the 2020 AGM be made available asap.
4. Admin report  
Nothing to report.
5. Appointment of Sub-committee members

**Finance: Coordinator KJ.** PW to withdraw since advisory role on long term investment no longer appropriate; AG added as company secretary.

**Marketing and Communications: Coordinator SM.** Unchanged

**Staffing: Coordinator PW.** Barry Pollard had been helping with transition but not expected to continue. AG to withdraw from the group. JH added for knowledge of catering staff.

**Catering: Coordinator JH.** Unchanged.

**ACTION JH** to contact Chris White to clarify his involvement with this group.

**Health and Safety: Coordinator RB.** CM to join the group. Lou Tribus had worked on the policy documents which she has sent to RB.

**ACTION RB** Use these documents to update the current documents.

**ACTION RB** Lou to be invited to remain on the WG as she has expertise in this area.

**Development Fund and Bursary Committee: Coordinator KJ.** AK to withdraw. MH to join the group.

**ACTION KJ** Jaqueline Beattie and Tony Mealings to be invited to remain on the WG.

**Contractor Liaison: Coordinator PS.** Otherwise unchanged.

**ICT: Coordinator PS.** PW to join the group. It was reported that the bulk email software is very difficult to use and 10 years old. It was requested that all council members could suggest user-friendly software of which they are aware.

**ACTION PS** Determine and purchase new mass email software.

**Outreach: Coordinator MH.** There was considerable discussion on the overlap and confusion in the roles of Development/Marketing /Outreach.

**PS** to withdraw from the group.

**ACTION MH** to co-opt Cat McGill, Tony Mealings and Nancy Khan onto the group.

## 6. 2021 programme

There was discussion about the allowances of free places for staff and how this relates to their children, apprentices etc. It was suggested that this should be decided well before the working

weekend in September 2021 as that will be when the Staff WG will be approaching staff for the 2022 season.

**ACTION PS** to create Slack channel to accumulate relevant information about current and previous arrangements.

**ACTION MdF PS** to archive as many channels as possible.

A coordinator for action on staffing allowances will be required if no progress is made before March.

**The Chair** gave a statement of priority. Marcus said that given that we are still within the Covid crisis Folk Camps Council must focus, now, on restarting and recapturing the spirit of Folk Camps. There is a danger that campers may have drifted away. There is a need to be creative in recapturing campers. We don't want to lose them.

There was general agreement with the awareness that this needs to be done in a safe way which does not expose campers and Folk Camps to risk in health, finance and reputation.

SM and PW were thanked for their considerable efforts in championing the online events which were low cost, have had a wide reach, led to lots of new contacts and will probably lead to new bookings.

The timing of the recruitment of a permanent Administration Manager was discussed. As Folk Camps is not currently able to offer attractive terms due to the ongoing pandemic and uncertainty of future revenue it was not seen as an appropriate time to end the interim arrangement.

**PROPOSAL from SM** We continue with the ad hoc admin manager arrangement for the future until such time as we can clearly see the way ahead. Seconded by MH. Passed unanimously.

## **7. Proposed dates and Venues for 2021 meetings.**

The next meeting to consider 2021 programme, and to decide whether the early camps go ahead, will be at the beginning of February 2021. Further meetings to be held, similarly, in March and April.

The Working Weekend is booked for 24-26 September 2021 at St Albans Academy. The deposit paid for WW 2020 has been carried over.

Toddington Village Hall has been booked for the AGM on 20<sup>th</sup> November 2021.

## **8. AOB**

### **a. Proposal passed at the AGM to apply for Arts Council funding for the party band.**

There was considerable discussion on how Council should respond to the AGM mandate. Council will establish a clear definition of Outreach, elicit help in how to apply for Art Council funding from Cat McGill and Tony Mealings and decide how to appeal for proposals for suitable projects in addition to the Party Band.

**PROPOSAL** from PW. Council explore options for external funding for a variety of Outreach projects, including the party band project. Seconded CM. Agreed with one dissention.

**ACTION MH**

**b. Request from camper for Development funding.**

A particular case of an application for a Development fund grant, which has not progressed, was discussed. If the application had come from an adult it would have been accepted as a Discovery Bursary. As these bursaries have a very low marginal cost when camps are not full it was debated whether they could be extended to under-18s in certain circumstances. There are many issues to consider.

**ACTION PS** To look at the rules concerning bursaries and make proposal to Council.

- **ACTION PS** Send a note to camper that the application doesn't fit into current rules but that this situation is being reviewed.

**c. Administration**

- Bank account signatories were organised.

**ACTION MdF** to calculate what remains unspent from a £13,000 bequest.