**London Branch Meeting Minutes**

**held via Zoom on 18th March 2021**

The meeting was opened at 7.00 p.m.;

with Dave Brown in the Chair and Simon Clarkson, Ken Hullock, Paul Irving, Andrew Dobinson, Terry McCarthy, Mike Carruthers, John Bowman, Howard Atkinson present. Peter Smithson joined the meeting at 8.00 pm.

1. **Business of the meeting**
	1. Matters arising
		1. February minutes
			* Approved.
		2. Record of decisions made via WhatsApp since last minuted meeting
			* None made
	2. February action notes
		1. Item 1- Date of event yet to be decided but likely to be a Wednesday or Friday in April. Peter Murphy has agreed to participate and 3 or 4 other former players likely to join. (SC)
		2. Items 2- some photos for website provided by JB. More needed from others. (KH)
		3. Item 3- Content of website still being worked on – Access to the website editor be given to DB, JB, SC & TM. (KH)
		4. Item 4- Unnecessary to purchase Wix Unlimited package until ready to publish. (KH)
		5. Item 5- One of 5 purchased mailboxes to be kept free. (KH)
		6. Item 6- JGaff to produce draft poster and letter to be drafted for schools and sent out. A QR code can be added to the website.
		7. Item 7- Unlikely that we will be short of options from the club to spend the surplus money held by the branch.
		8. Item 8- closed.
2. **Reports - questions arising**
	1. Dates for copy for next HTB! Agreed as 7th April. (JB)
3. **Agenda items**
	1. Events (SC/DB)
		1. See under February Action Notes, Items 1 above.
	2. Branch Communication Media (KH)
		1. Website – see under February Action Notes Item 3 above.
		2. Email – see under February Action Notes Item 4 above.
	3. Diversity (SC)
		1. SC explained the need for a diversity policy, and that CUSG were drawing up one. It was agreed that we should wait for CUSG’s policy to be drawn up and agreed and then we could see if it was suitable for us. If so we would adopt it as well. There would be a need for training from Kick it Out for a branch officer. PI agreed to do it as and when necessary.
	4. LB Season Tickets Renewal (HA)
		1. HA said that renewals by the Club would likely be later than usual this year. It was agreed that the branch should obtain another 2 season tickets for the Paddock.
	5. Summer Trip (DB)
		1. DB explained that, in light of covid cases continuing to increase across Europe, there was no alternative other than to postpone the Summer Trip again this year. The intention is to roll it over again to next year, to be held on the second weekend in June.
	6. AGM (DB)
		1. It was decided to revert to July for the AGM, date to be decided at the next meeting. Some sort of hybrid meeting, with attendance in person and available online as well, was considered to be a good option. CSC to be checked for availability as well as whether or not it has the necessary equipment. It is likely that monthly committee meetings will remain online after restrictions on gatherings are lifted.
	7. Player of the Season & Champagne Moment Awards (DB)
		1. The Club End of Season Awards are to be held online. Recipients receiving awards will be recorded in advance. It was agreed that we proceed with our 2 awards. A method for voting and collating votes is needed - KH to look into, and SC to ask Sam if he knows a way of doing it. There needs to be a shortlist drawn up via WhatsApp for the Champagne Moment. MC agreed to look into engravers’ timescale. With 14 games still to play, the process needs to be sorted out by the next meeting. (DB)
4. **Any Other Business**
	1. Date of next meeting
		1. Set for Thursday 15th April to be held virtually from 7pm. JB agreed to take minutes in KH absence.

There being no other business the meeting was closed by the Chair at 8.45 p.m.

40 Club draw

 KH conducted the 40 Club draw prior to the meeting with the winners as follows:

* + - * + First prize: Iain Maclachlan
				+ Second prize: Ian Kellitt
				+ Third prize: Eric Rothery