

Date: Thursday 8th March 2018

Present: Mike Kirkham (MK), Richard Young (RY), James Dale (JD), Brian Shepherd (BS)
Joan Brame (JB), Philip Leigh (PL), Mark Proctor (MP), Hubert Kerry (HK),
Linda Harper (LH), notetaker.

Apologies: None

2. Previous Minutes

Minutes from meeting on Thursday 8th February agreed as a full and accurate account.
Proposed by MK, seconded by JD, to be uploaded to website.

3. Actions

Insurance for the Restoration project is now in place.

MK has been in touch with Judith and Philip Carr to send our thanks for the work they have done with the committee and Star Party. They will continue as members and attend meetings as and when able.

JD reported that he is still waiting for some subscriptions to be paid, the members concerned have indicated that they wish to renew.

HK has agreed to act as the External events planning member.

MK has contacted the organisers of Elvedon Country Fair, they are happy for us to do one day but we need to provide our own gazebo, tables and chairs as these are outsourced to another company and come at considerable cost.

There is still some work to be done regarding the website, MP working on it to add RP tab.

MK has contacted the Principal of County Upper School and is awaiting a response.

JD has investigated the need for Personal Liability Insurance for committee members but at present all the information concerns being an actual charity which at present we are not.

4. Finance

JD reported that the AAA is currently in a good position financially.

PLI and Website domain are paid so there are no other major outgoings anticipated apart from rent.

MK is to be contacted re giving a short presentation to the Town Council in support of the submitted Grant application.

General account:

- Amount as of 27th Feb: £729.24
- Pending outgoings: £179.99 (Rent to RF for Q4'17, telescope box, RF House rent, website hosting)
- Pending income: £0.00
- Anticipated outgoings: £70.00 (Badges x3)

Restoration account:

- Amount as of 21st Feb: £1005.18
- Pending income: £20.00 (Bury Society donation – telescope viewing)

5. Programme and planning update

The meeting programme is in place up until June/July time. RY looking to develop the idea of intermediate and advanced group programme but first needs to establish the level of knowledge of members, there was discussion on how this could be achieved but it was felt that asking members what level they considered themselves to be would be the easiest. LH to e-mail members (MK to add message) with the Basic theory and practical Astronomy programmes previously circulated so that members can use these to gauge their level of knowledge.

The next members meeting would be a Star Party run through, with BS giving his Mars presentation.

PL needs to know which members will be attending, who is bringing telescopes or binoculars together with who will be available to help with setting up on Friday 23rd. Members can be asked at the meeting on 15th.

MK reported that currently ticket sales stood at 56/46 for the 2 nights.

6. Events Planning group

We have been asked by the OurBuryStEdmunds organisers to provide a stand at the Whitsun Fayre on Sunday 27th and Monday 28th May. It will be a childrens activity stand but will provide a chance to further publicise the AAA and Restoration project. It will also generate income as we will be paid between £250-300. MK to get confirmation of exact amount we will be paid. Agreed we will support this event.

Planned Solar Observing day to be held in the Abbey Gardens on Saturday 7th July.

Elvedon Country Fayre – 7/8th July. Should we support this by attending on the Sunday which is the busier day with approximately 9000 attending. There is no charge for the stand but we need to supply a gazebo, tables and chairs. Agreed that we will not attend this event but ask the organisers to make sure we are contacted next year.

Heritage days 6-9th and 13-16th September, we can support this event. It does not have to be over all the days but can be 1 or 2 events such as talks, we cannot charge for these but could charge for refreshments or the sale of badges.

PL to investigate the cost of purchasing a Gazebo that can be used at the Whitsun Fayre and subsequent events, to be funded from payment received. Agreed spend up to £200.

7. Outreach

RY has been approached by the blue badge Tour Guides re Time Walks, to provide a talk on the 'Equation of Time' also to take some of them to see the Telescope in the Observatory and to link this with the Sundial in the Abbey Gardens and the Clock museum at Moyses Hall.

8. Restoration Project group update

RY reported that Marian Shaw has resigned from the restoration project group. MK on behalf of committee and members to formally thank her and acknowledge the work she has put into the project and her previous work as secretary.

MK and PL undertaking H&S training on 16th March to allow them to take visitors up into the Observatory.

RY has tried to contact the Telescope restoration specialist to check costs, RY thinks the cost is around £6000 but awaiting confirmation.

PL is preparing a prospectus for the Restoration Project (A4) size which will let people know who we are, what we do and what we are doing with the RP/Observatory. There was also discussion on the ways of making the RP more visible at the Athenaeum itself. Possibly some form of display but will need to negotiate with Sedexo.

A proposal was made that 3 members of the RP and 3 committee members will meet to agree the long terms aims of the project and to establish a structure to achieve these aims. MK,BS and JD for committee suggested. Meeting arranged for 16/3/18 at Constitution Club

JB reported that she has approached Glasswells, John Banks and the Freemasons re the possibility of financial support for the project.

9. Resources

Purchase of some additional resources may now be possible when we know what if anything we will receive from the Town Council as a grant.

BS has purchased a focuser for the telescope that was donated. Cost £12

Possibly may need to purchase light sticks for the route from the Car Park to the walled garden for the Star Party nights.

10. IT

MP can build blog into the website for the Restoration project. There was discussion on how to ensure usage of the site, who would provide the information/blog.

11. Publicity/Marketing

There has been quite a lot of publicity for the AAA recently with articles in the BFP. Social media has been busy especially Twitter receiving more likes.

Bury Flyer:- would like a short article from the AAA for each edition, approx. 200 words, members will be asked if anyone would like to contribute.

David Kane of Heritage Solutions to be contacted to see if he would be interested in helping with P and M. BS has his contact details, he will pass these to MK.

12. AOB

There was discussion regarding whether or not we wished to continue to use Realise House for meetings at the end of the trial period. Generally felt that we should as the facilities and the fact that it is warm made meetings more comfortable. To consult members at next meeting.

HK raised the possibility of a party/social event to publicise the Restoration Project, sponsors would be invited. PL advised that this has already been considered with the event being held at the Athenaeum itself

BS asked about Paul Whitings offer to give a talk on Radio Astronomy at one of our members meetings. HK to approach Paul to ascertain dates and any cost involved.

BS has responded to the FAS e-mail giving the views of the committee. Thanked by MK.

BS also finishing the interim Laser Policy document for the use of laser pointers, it will be in place for the Star Party. Any member wishing to use a laser pointer will need to sign that their laser complies with the policy.

Date and time of next meetings:- All held on a Thursday with a 7.30pm start.

Committee	Members	Planning group
5th April	29 th March	May 2018
3 rd May	12 th April	August 2018
31 st May	26 th April	November 2018
28 th June	10 th May	
26 th July	24 th May	
23 rd August	7 th June	
20 th September	21 st June	
18 th October	5 th July	
15 th November	19 th July	
13 th December		

Meeting closed at 10.05pm

Action Plan from December 2017			
Page/Item	Action	Action by	Status
3/8	Restoration project - insurance	RY/ group	Completed
4/12	Formalising agreement for use of venue	MK	Ongoing
1/2/18	Thanks to JD/PC for work on Committee and Star Party	MK	Completed
1/4/18	JD to send out reminder e-mail re subscriptions	JD	Completed
5/2/18	MK to speak to HK re new role for events	MK	Completed
5/2/18	MK to contact organisers re Elvedon and having stall 1 day	MK	Completed
3/8/18	MK to speak with Mark P re RP webpage	MK	Completed
4/12/18	MK to contact Principal County Upper	MK	Completed
4/12/18	JD to investigate need for Personal Liability Insurance	JD	Ongoing
2/5/18	Email members re level of knowledge, T and Practical programmes to be sent out.	LH/MK	New
3/6/18	Contact organisers Elvedon CF to decline for this year	MK	New
3/6/18	Investigate cost of purchasing Gazebo for event use	PL	New
4/11/18	David Kane to be approached re Marketing/publicity	MK	New
5/12/18	Contact Paul Whiting re RadioAstronomy talk to members	HK	New

Appendix 1 Pending resources.

5.5.1 Prospective purchases for the AAA

(To be kept as a rolling list on the agenda will need costings for each at some point)

- Pop up banners
- Power packs **Action: MP £69**
- Telescope eye pieces
- Three types of lenses
- Barlow 2x
- Storage cupboard or something of that nature.
- Following OASI event now adding table banners.
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