

Date: Thursday 6<sup>th</sup> September 2018

Present: Mike Kirkham (MK), Richard Young (RY), Phil Leigh (PL), Joan Brame (JB)  
Hubert Kerry (HK), Nigel Osborne (NO), Tom Sharman (TS), Linda Harper(LH)  
notetaker.

Apologies: James Dale, Mark Proctor.

MK welcomed Nigel Osborne and Tom Sharman as interim committee members until the AGM is held.

## 2. Previous Minutes

Minutes from meeting on Thursday 26<sup>th</sup> July agreed as a full and accurate account, proposed by MK, seconded by JB. To be uploaded to website.

## 3. Actions

Purchase of Moon Globe – HK has purchased. However the purchase of an Orrery is proving more difficult as the options available tend to be too expensive or ‘cheap and nasty’ Suggestion made that we should purchase both types with the cheaper option being better especially when we are allowing children to play with it at events. Agreed total spend of £50.

T-Shirts – MK has sourced these, with printing in one colour (white on black) cost is £6 + vat. MK has been given 2 with the printing for committee members to see and approve.

Write to Secretary of Athenaeum Association to thank them for donation – MK completed.

E-mail for help at Heritage day – LH completed.

Notify AAA members of date of AGM – LH to do, now date confirmed.

Explore alternate messaging options, MP has set up Mail Chimp for future messaging. Also the ‘Extra Celestial’ a quarterly newsletter can be sent out via this service.



Check and confirm with Dwaine Gray and Phil Ewing the dates for the October Star Party as being October 19<sup>th</sup> and 20<sup>th</sup>. Completed.

Set up register of requests for talks, events etc. Ongoing.

#### 4. Finance

In the absence of JD, MK gave brief financial summary.

General Fund £1392.14 of which £824.44 is from the Town Council Grant.

Restoration Fund £1558.19 with £1000 pending from the donation by Athenaeum Club.

JD is finalising the end of year account. Peter Corbett has agreed to act as independent examiner.

JD will send out the draft of the accounts as soon as completed.

JB reported that there may be another donation of £50 towards the Restoration Fund.

#### Programme and Planning update:

Programme planned up until 11/10/18 which will be Sundials. Other suggestions for topics to be covered were the Kuiper Belt and the Oort Cloud plus in preparation for the Star Party an update on the moon.

Therefore agreed to move talk on Sundials to 25/10/18. The Moon will be the topic for 11/10/18. MK will give a presentation on the Kuiper Belt on 8/11/18 and PL the Oort Cloud on 22/11/18. Dates to be given to MP for uploading to website events and calendar.

#### 6. Events Planning group

Star Partys:- PL reported agreed dates as 19/20<sup>th</sup> October. It will be the usual Observing/Wet Programmes.

Presentations still to be formalised but in hand.

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PL also hopeful that there will be a Planetarium in the events tent, running a programme through Stellarium with a commentary included.

Event has missed being included on the 'What's on in West Suffolk' flyer but should be on the website. MK to e-mail Ian Clarke, Manager of the Apex to confirm.

External:- All details and activities for Heritage day in hand. Still need some back up activities for if the weather is bad.

#### 7. Restoration Project group update

RY reported that there is now enough money to start Phase 1 of the the project. Breams are the preferred builders. RY has contacted Damian Parker asking if the borough council would be willing to pay the VAT . No response so far. Cost of phase 1 £2674 + vat. RY estimates he will receive £100 from talks he has booked, £50 from donation.

In the next month hopefully an expert will visit the Observatory to look at specific areas but will also check and advise on any major issues with the structure.

RY has requested a sketch map of the phase 1 works. No schedule of works yet. Damian Parker/Martin Hosker (H&S) know what needs to be done, we need to know how it will be done.

Next OG meeting is 12<sup>th</sup> October. All agreed that following this there should be another meeting arranged for all Committee and Observatory Group members to meet.

#### 8. Outreach

AAA have been approached by the National Trust at Ickworth House regarding an event next year however before any decision can be made further information is needed on what it would involve.

RY has talks planned with Gt Barton Beaver Cubs, Horringer Beavers.

NO thought that Horringer Scout Group could be interested in a talk.

#### 9. Resources



Since Brian has left there is a vacancy for someone to look at resources, it was suggested that NO may be willing to take on this role

Lap-top – TS has identified a model that would meet all the needs of the association, there was unanimous approval to purchase the lap-top together with a case and mouse. TS thought he had a spare mouse which he would donate and HK said he had a case which could be used.

An AAA member had previously stated that he has a spare Microsoft Office licence which he would be willing to donate however if this is not the case then possibly something such as libre office could be used.

The storage cupboard has arrived, NO has offered to put it together. It will stand behind the door in the room opposite to meeting room.

#### 10. IT

MK reported that the association now has 100+ followers on facebook and twitter.

AGM not shown on events page on website, LH to ask MP to amend.

#### 11. Publicity and Marketing

Nothing to report.

#### 12. AOB

HK advised the group that due to family and work commitments he will be moving out of area and will not be able to continue his role as a committee member although he will remain an AAA member.

HK also asked about the possibility of organising a Xmas event for members, either a meal or drinks and nibbles. He is willing to organise this.

AGM- 27/9/18. Need to be publicised on the website. It will be part formal for the nominating and voting in of committee members and the Chairman and Treasurers



reports. Then it will continue along the lines of a regular meeting with (time allowing) a presentation, quiz and nibbles.

JB will organise food (£15-20) spend from AAA funds. PL agreed to make cake and HK will ask his wife to make some cakes.

MP, JB, PL are happy to continue as committee members, MK, JD and LH happy to stand again for their positions.

An e-mail to be sent out 2/52 before 27<sup>th</sup> September to advise members of meeting and allow for nominations for the various positions to be made. MK to draft and LH to send out.

There being no other business the meeting closed at 09.45pm.

Date and time of next meetings: All Thursdays. 7.30 start for members. 7.00 for Committee.

Committee	Members	Planning group
18 <sup>th</sup> October	27 <sup>th</sup> September	November 2018
15 <sup>th</sup> November	11 <sup>th</sup> October	
13 <sup>th</sup> December	25 <sup>t</sup> October	
	8 <sup>t</sup> November	
	22 <sup>nd</sup> November	
	6 <sup>th</sup> December	
	20 <sup>th</sup> December(prov)	

Action Plan from December 2017

Page/Item	Action	Action by	Status
1	Approach Tom Sharman/Nigel Osborne re Committee member	MK	Complete
2	Investigate purchase of Orrery and Moon model	HK	Ongoing
3	Investigate costs/purchase of t-shirts	HK	Ongoing
4	Write to Sec AC to thank for £1000 donation to RP	MK	Complete
5	E-mail member for help at Heritage/Solar day	LH	Complete
6	Notify members of date of AGM/and to bring nibbles	LH	Complete
7	Explore automated messaging through events diary on website	MP	Ongoing
8	Check with Dwaine Gray re Star Party proposed dates OK	PL	Complete
9	Set up register of requests for talks and events using drop box	MP	Ongoing
10	Check if option for gazebo/electricity of Heritage day still OK	MK	Complete
11	Check Star Party dates advertised on What's on website.	MK	New
12	Make sure AGM advertised on Events page of website	LH/MP	New
13	E-mail all members re AGM and nominations for posts.	MK/LH	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)

- Telescope eye pieces
- Three types of lenses
- Barlow 2x

