

Thursday 14<sup>th</sup> February 2019

Present:- Mike Kirkham (MK) Chair, Richard Young (RY), Phil Leigh (PL), Joan Brame (JB), Nigel Osborne (NO), Mark Proctor (MP), Linda Harper notetaker

Apologies: James Dale, Tom Sharman

## 2. Previous Minutes

Minutes from meeting on Thursday 17<sup>th</sup> January agreed as a full and accurate account. To be uploaded to website.

## 3. Actions

LH to e-mail members re meeting on 21<sup>st</sup> Feb – Indoor Astronomy. Complete  
Meeting between Town Trust and AAA not yet arranged due to workload of TT- Ongoing  
MK has taken pop-up banner to Moyses Hall. Complete  
MK has not contacted Peter Bruce due to change of circumstances, however keen to get Peter involved with further activities. Ongoing  
MK/LH e-mail members re help at Apex, no longer required. Complete  
RY has contacted Mr Samson and Kevin Chapman. Complete  
NO still looking at options for outdoor red lighting for use at Star Party. Ongoing  
JD has checked with MP re Associate shopping, all in order. Complete  
JD has circulated Laser Policy to Committee members. Complete  
1 Fleece has arrived, good quality, positive reaction when seen by members. Complete

## 4. Finance

JD has purchased the Planispheres.

MK to write to Town Council to advise them of the purchases made from the grant awarded to AAA last year. (MK)

JD has also created an eBay account which is linked to the AAA's debit card. If anyone wants to purchase anything for the AAA from eBay send JD a link.

Financial summary:

General account:

Amount as of 26<sup>th</sup> January 2019: £966.84

- Anticipated outgoings: £187.07 (badges, e-mails, t-shirts, Amazon stuff, poster)
- Pending income: £75 (membership subs)
- **Restricted funds: £185.53 (remaining TC grant)**
- Unrestricted funds: £569.24

Insurance PLI and contents cover as agree on WhatsApp comes to £192.53.

Restoration account: - No new transactions

- Amount as of 26<sup>th</sup> January 2019: £1723.19
- Restricted: £1000 (AC)

Funds for Observatory Project: £2723.19

## 5. Programme Planning

RY and PL have met and organised the members programme through to June 2019. This can be found on the AAA diary pages.

## 6. Events planning

Star Party:

PL advised that all is in place, the presentations will take place in the shop area and we will have the long side greenhouse for the activity tables.

The trip hazard on the grass area has been identified and will be covered up  
There will be presentations from RY, MK, PL also Brian Shepherd and Peter Bruce over the 2 nights.

Activities will be the same with the addition of 'Make your own Planisphere',  
a wordsearch from Jim Dinley based around PLs presentation 'A view from the  
Astronomy Tower'

The planning group will meet again on 22/2/19.

Suggested that new badges showing the Moon and Sun be purchased for sale at party.

LH to e-mail members to ask for help/availability over the two nights. (LH)

### External

On 4/3/19 MK and RY met with members of the National Trust at Ickworth House, they are keen to work with the AAA and combine their Bat talks/walks with Astronomy. They will pay £45 per night for 2 hours 2 nights. These nights are held during May.

This may lead to an opportunity to hold a members meeting there and the chance to do some observing.

Volunteers will be needed.

Museum of the Moon- Kinetic Science offered AAA the chance to have a display in the Apex on Saturday 23<sup>rd</sup> Feb. Agreed by all present that this was not feasible due to the short notice, it being on a Saturday and also half-term week.

### 7. Observatory Group Update

RY updated the group.

i) RY has copy of licence with borough however there are still items that need further discussion and RY has e-mailed Damian Parker. These include the open-ended 2 years length of the licence, there is nothing to say that it will be extended.

Also the work needed on the entrance, the time frame and the Fire Risk Assessment and Evacuation procedure.

ii) The fundraising document from Sarah Williams was discussed and has been reviewed. There were some queries raised regarding the expenses process and the mention of recruiting a fund-raising manager. RY agreed to discuss these with Roy Proctor due to his experience with these matters and Sarah Williams. It was agreed that the AAA committee should sign off on this before agreement is given to Sarah Williams to proceed.

iii) RY went through what was included in the quote for the telescope restoration all considered that it was a good quote. What is not included in the price is a Video Camera and new Eyepieces. A good piece of news is that Chris Roper the restorer is not Vat Registered so this will save money.

### 8. Outreach

There were no updates for outreach.

## 9. Resources

NO has identified plastic boxes that can be used to store the telescopes on e-bay at a cost of £10. Agreed to purchase.

He will continue to investigate the availability of red lighting to be used outside at Star Partys.

The new posters of the Planets have been laminated on one side at a cost of £20

Should have name badges on lanyards for use at Star Partys.

NO still looking for metal cabinet for storage at R/House.

## 10. IT

MP reported small rise in number of contacts with website.

RY asked if Podcast should also have an accompanying script for members to refer to.

## 11. Publicity and Marketing

Nothing to report.

## 12. AOB

Following the purchase of a fleece with AAA logo for Richard which all agreed was good quality and positive for AAA, the opportunity to purchase one can be made available to members.

The meeting closed at 9.10pm

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

Committee  
14<sup>th</sup> March 2019

Members  
7<sup>th</sup> March 2019

11<sup>th</sup> April 2019  
9<sup>th</sup> May 20  
20<sup>th</sup> June 2019  
18<sup>th</sup> July 2019

21<sup>st</sup> March 2019  
4<sup>th</sup> April 2019  
18<sup>th</sup> April 2019  
2<sup>nd</sup> May 2019  
16<sup>th</sup> May 2019  
30<sup>th</sup> May 2019  
13<sup>th</sup> June 2019  
27<sup>th</sup> June 2019  
11<sup>th</sup> July 2019  
25<sup>th</sup> July 2019

Action Plan from December 2017			
Page/Item	Action	Action by	Status

17/12/18 P2	LH to email members to ask them to bring books etc that have been useful/helpful to meeting 21/2/19	LH	Complete
17/12/18 P3	PL to confirm dates of 2019 Star Partys to Dwaine Gray and Ian Clarke, manager at the Apex	PL	Complete
17/12/18 P4	RY to arrange meeting between AAA officers and Town Trust members	RY	Ongoing
17/12/18 P4	MK to have AAA pop up banner put on display in Moyses Hall	MK	Complete
17/1/19 P3	MK to e-mail Peter Bruce regarding help with display in the apex when Museum of Moon on	MK	Ongoing
17/1/19 P3	E-mail members to ask for help on display stand at the above event.	MK/L H	Complete
17/1/19 P3	RY to contact Mr Samson/Kevin Chapman re Phase 1 work update.	RY	Complete
17/1/19 P4	Investigate options and costings for red outdoor lighting for use at Star Party.	NO	Ongoing
17/1/19 P5	JD to check with Mark P re status of Associate shopping on Amazon website.	JD	Complete
17/1/19 P5	JD to circulate Laser Policy to committee for review.	JD	Complete
17/1/19 P5	MK to order 1 fleece from contact for committee/members to see.	MK	Complete
14/2/19 P1	MK to e-mail Town Council to advise on what has been bought using the grant given last year.	MK	New
14/2/19 P2	MK to write to David Murton to offer honorary membership of AAA for help given.	MK	New
14/2/19 P3	LH to send e-mail to members asking for help and availability at Star Partys.	LH	New
14/2/19 P4	MK to e-mail members re the opportunity to purchase an AAA t-shirt and/or Fleece	MK	New

