

DRAFT

MINUTES of the Faversham Town Twinning Association Committee Meeting held at the Guildhall, Faversham on Tuesday 8 May 2018

Present: Nigel Kay (Chair NK), Sheila Maister (Secretary SM), Julian Saunders (Treasurer JS), Peter Flower (PF), Chris Oswald Jones (COJ) **Apologies:** Catherine Beziers Craddock

ACTION

1. Minutes of Committee Meeting on 27 March 2018

The minutes were approved and accepted.

2. Matters arising

Constitution: NK reported that the wording of the charitable objectives had now been drafted as below. It was proposed to endorse them and report on progress with developing the constitution at the AGM

To advance the education of the public in Faversham and the surrounding district in French language and culture, in particular (but without limitation) by sharing knowledge and information, promoting and holding events and facilitating exchanges with Hazebrouck in France.

To promote such other purposes as are exclusively charitable under the law of England and Wales which are related to furthering the understanding of the public in French language and culture".

AGREED

Events

French Film Night – 13 April in Alexander Centre: JS reported that 170 had attended and most of the feedback had been positive, particularly concerning the choice of film although there was some criticism of the venue for viewing films. However, most committee members took the view that the Alexander Centre was preferable to the WFCC as it was more central, the staff were extremely helpful and willing to promote events and sell tickets on our behalf. The Royal Cinema was not an option as they asked for a guaranteed audience of 200 and the Arden Theatre did not have a screen. It was agreed that we would look at a more effective way of checking the tickets on the door to the AC auditorium before the next event.

AGREED

Autumn food and drink event: JS reported on a meeting he and SM had had with Macknades Marketing Manager on the possibility of the food hall hosting a Flemish beer and food tasting in the autumn. Macknades would consider this proposal if we provided a list of beers and food so that their suppliers could investigate sourcing the products. In the meanwhile, we agreed to find a beer 'expert' to comper the event. JS/SM to report on progress at next meeting.

JS/SM

Links with Hazebrouck: JS and SM gave brief reports on U3A cycle trip to Hazebrouck in July and discussions on a football tournament.

3. AGM arrangements – Tuesday 26th June:

DRAFT

JS reported that a draft agenda had been drawn up; the meeting would include a welcome and introduction by the Chair, a report from the committee on the first year of activity given by the Secretary and a financial report given by the Treasurer. It was agreed that the committee report would mention the business plan for 2018 and that the minutes of the previous year's members meeting would be those of 28th September 2016. It was agreed that the Treasurer would provide a summary of the accounts, in spreadsheet format.

Election of officers: it was agreed that instead of inviting members to join the committee, we would ask for help with specific activities and tasks.

Subscription rates for 2018: it was agreed that we would recommend to keep the subscription at current rates but to review this annually at the AGM.

4. Data Protection

JS reported on the need for FTTA and other similar organisations to meet the new GDPR requirement, which was coming into place on 25 May. He presented a draft Data Protection Policy and a draft Privacy Notice for Members and proposed their adoption. He also proposed that he act as the FTTA Data Protection Officer as he was looking after the membership database currently.

AGREED

5. Financial and Membership Report

JS presented summary accounts for period up until 31 March 2018. Income had been £2,403, expenditure £1,147, leaving a surplus of £1,256. The meeting endorsed the presentation of these figures to the AGM. He also reported that the film show in April had been very successful financially. Progress was being made on membership renewals with 37 members having re-joined, but work needed to be done on chasing in memberships before the AGM.

Date of next Committee Meeting: Tuesday 10 July 2018 at 5pm in the Guildhall.