

Handover

Participants

Adam Parsons (**AP**) – Welfare and Inclusivity officer
 Ben McLaren (**BM**) Walking Secretary
 Ela Owen (**EO**) – Media Secretary
 Emma McCook (**EM**) – Climbing Secretary
 Jake Laugharne (**JL**) – Climbing Secretary
 Joel Taylor (**JT**) – Orienteering Secretary
 Joseph Shouksmith (**JS**) – Chair
 Josh Nicholas (**JN**) – Treasurer
 Ollie Howell (**OH**) - Secretary
 Peter Moffat (**PM**) – Walking Secretary
 Reuben Strickett (**RS**) – Gear Secretary
 Sam Boston (**SB**) - Social Secretary

Absent

Recurring Items

Item	Date of Update	Description	Actions
1		N/A	N/A

Past items

Item	Raised Date	Brief description of original issue + update	Actions
1		N/A	N/A

New items

Item	Discussion/Description	Actions
1	Welcome	
2	Handover Document Required by the SU – Will need to return by 10/07/2024	JS to finish the document and share with the SU once complete.
3	1:1 Handovers Individual role handovers for each committee position to ensure they understand the full extent and responsibilities of their roles.	All - organise your individual handovers within each of your positions.

4	Committee Intros	Normally for social media and website, there are committee profiles to introduce ourselves to the club and returners. These normally go online for the few weeks after exam results are released.	EO - to send round a request for photos and blurb as well as the required date for doing so.
5	Meeting Schedule	Agreed as monthly during the summer months primarily online and then fortnightly once back at semester. Dates and times TBC. Please make every effort to attend in person when we are back at uni however, an online option will mostly be available. If we are unable to make quorum in the room (9 members), then the meeting will be rescheduled.	OH - to send a doodle/scheduling Poll for meetings over the summer.
6	Freshers Week	To be discussed at the next meeting.	
7	First Aid Training	Discussed with the prior committee there is money available to do this. This should be organised ASAP to avoid issues relating from a lack of training.	AP - to organise
AOB			
8	Xmas Trip	In previous years the trip has not always worked due to location, time of year and hut size. It is well worth looking at locations closer to Bath and/or novel places to increase interest in such a trip and reduce the number of people attending from approximately 50 to between 30 and 35.	JN to put some options together for next year for discussion at the next meeting.
9	ISB	As with similar years, this item will become a recurring agenda until post February. There was a discussion as to the feasibility of the trip, which will need to be followed up on once someone with overall responsibility for ISB is decided.	

Confirmation of Minutes

To be confirmed at the next meeting.

I confirm that these minutes are an accurate reflection and record of what occurred on the above date and that I have been given sufficient time to amend these as necessary.

Participants

Signature

Adam Parsons (**AP**) – Welfare and Inclusivity officer

AP

Ben McLaren (**BM**) Walking Secretary

Ben McLaren

Ela Owen (**EO**) – Media Secretary

Ela Owen

Emma McCook (**EM**) – Climbing Secretary

Emma McCook

Jake Laugharne (**JL**) – Climbing Secretary

J. Laugharne

Joel Taylor (**JT**) – Orienteering Secretary

Joel Taylor

Joseph Shouksmith (**JS**) – Chair

Joseph Shouksmith

Josh Nicholas (**JN**) – Treasurer

J. Nicholas

Ollie Howell (**OH**) - Secretary

Ollie Howell

Peter Moffat (**PM**) – Walking Secretary

Peter Moffat

Reuben Strickett (**RS**) – Gear Secretary

Reuben Strickett

Sam Boston (**SB**) - Social Secretary

Sam Boston