



SOUTH WALES CAVING CLUB CLWB OGOFEYDD DEHEUDIR CYMRU



1-10 POWELL STREET, PENWYLLT, PEN-Y-CAE, SWANSEA SA9 1GQ

TEL: 01639 730613

www.swcc.org.uk

NOTICE OF ANNUAL GENERAL MEETING And AGENDA

Please take note that the 2016 Annual General Meeting of the South Wales Caving Club (Clwb Ogofeydd Deheudir Cymru) will take place on Saturday the 30th of April commencing at 9.00 a.m., in the Miners' Welfare Hall, Abercraf.

AGENDA

1. [Apologies for Absence](#)
2. [Chairman's Welcome and Comments on 2015/16](#)
3. [Minutes of the AGM of the 2nd May 2015](#)
Suggested Proposals:
 - a) That the Minutes of the 2015 AGM be taken as read
 - b) That, subject to any corrections, the Minutes of the 2015 AGM are signed as an accurate record
4. [Matters Arising from the Minutes \(not in this Agenda\)](#)
5. [Officers' Reports to the 2016 AGM](#)
Elected Officers:
 - a) *Secretary*
 - b) *Treasurer*
 - c) *Editor*
 - d) *Records Officer*
 - e) *Equipment Officer*
 - f) *Cave Rescue Liaison Officer*
 - g) *Warden*
 - h) *Conservation Officer*
 - i) *Training Officer*
 - j) *Fixed Aids Officer*
 - k) *Estate Manager*
Other Reports:
 - l) *Communications Officer*
 - m) *Assistant Secretary***Suggested Proposals:**
 - a) That the Officers' Reports be taken as read, and that the Officers answer any questions from the Meeting
 - b) That the Officers' Reports be accepted *en bloc*
6. [Auditor's Report](#)
Suggested Proposal:

That the Auditor's Report be accepted and the Club's thanks be recorded for her work during 2015/2016.

7. Subscriptions and Hut Fees

See recommendations in the Treasurer's Report.

8. Nomination of Peter Cardy as Honorary Life Member

A nomination has been received proposing that Peter Cardy becomes a life time honorary member of The South Wales Caving Club. The proposal is made by Brian Jopling, Paul Quill, Fred Levett, Tony Baker, Allan Richardson and Jem Rowland.

9. Election of Officers

President: nominations for the following candidates, listed in alphabetical order, have been received:

Jem Rowland

Proposed by: Fred Levett, Chris Grimmett, Clark Friend, David Mullen, Chloe Francis and Tony Baker.

Vice-Presidents: for which nominations are accepted from the floor.

It is normal practice to nominate the Trustees as Vice-Presidents.

Officers:

- | | |
|-----------------------------|---------------------------------------|
| a) <i>Chairman</i> | g) <i>Cave Rescue Liaison Officer</i> |
| b) <i>Secretary</i> | h) <i>Warden</i> |
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Election of four ordinary Members

10. Appointment of Auditor

11. Policy Document

The annual ratification of the Policy Document. Please see attached the updated version which has been substantially modified in the past twelve months.

12. Any Other Business

13. Time and Venue for the 2017 AGM

The Constitution requires that the AGM be held on the Saturday preceding the first Monday in May. This implies that the AGM will be held on Saturday 29th April 2017. The venue will be decided later.

DOWNLOAD FULL DOCUMENT AT.....

http://www.swcc.org.uk/images/docs_admin/agm_agenda_reports_2016_030416.pdf

OR REQUEST IN WRITING FROM..... The Secretary, South Wales Caving Club, 419 Wimborne Road East, Ferndown, Dorset. BH22 9LZ



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ANNUAL GENERAL MEETING

9.00 a.m. the 30th of April 2016

to be held at the

MINERS' WELFARE HALL, ABERCRAF

Contents

Agenda

Minutes of AGM 2015

Officers' Reports to the AGM 2016

Other Reports

Appendix - SWCC Policy Document

It should be noted that whilst all Club Members may attend the AGM, **only** Full Members, Honorary Members and both parties of a Joint Membership are entitled to vote. All **voting** participants are requested kindly to sign in at the start of the meeting.

SOUTH WALES CAVING CLUB

CLWB OGOFEYDD DEHEUDIR CYMRU

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SOUTH WALES CAVING CLUB

CLWB OGOFEYDD DEHEUDIR CYMRU

Minutes of the Annual General Meeting held at the Miners' Welfare Hall, Abercraf at 9.00 a.m. on Saturday the 2nd May 2015.

1. Apologies for absence

15/A1 David Mullin, Andrew Ward, Christiane Michel, Bill Buxton, Idris & Dot Williams, Lel Davies, Krysia Groves, Nick Davies, Judy Day, Claire Vivian, Gary Evans, Steffan Davies, Jen Hill, Fred & Jackie Levett, James Meredith, Hayley Meredith, Les Cardy, Pat Hall, Annie Hallihan.

There were 53 voting Members signed in - see archived sheets.

The Chairman concluded the apologies for absence by asking for a minute's silence to reflect on those Members who have passed away during this last year most notably Dave Edwards, Heather Eteen, Vicky Inson and Ken Maddocks.

The meeting observed one minute of silence.

2. The Chairman's welcome and comments on 2014/15

15/A2 The Chairman thanked everyone and welcomed those present and went on to say.....

"Good morning, thank you for coming, and welcome to the 2015 SWCC AGM. We have a full agenda this morning and most of what needs to be said is in the Officers' reports so I'll try to keep this brief.

To start we must pay our respects to those we have lost over the last year, particularly Dave Edwards, Heather Eteen, Vicky Inson and Ken Maddocks. No words can describe the contribution these individuals have made to the Club so please my we have a minute's silence.

It's been an interesting year:

Somehow a team was put together to run the Club. Sadly after only a brief period in office we had to accept Eleanor Flaherty's resignation due to ill health; luckily Sue Goodhead gracefully filled her shoes in this vital Committee position. I wish on your behalf to thank everyone on the Committee and sub-committees for their hard work and dedication throughout the year. I would also like to thank those non-Committee

Members who have made the Club what it is, whether it be someone attending Working Week or Digging Week, those who keep the Committee on its toes by reading the Minutes, those who organise expeditions, and especially those of you who add a smiling helpful face when someone new arrives on our doorstep.

The Club has many Members, who over the past year, have been involved in expeditions: Lozère, Treviso, Cantabria, China, India, New Zealand, and Colombia, not to forget England and I'm sure many other exotic places. These ventures have forged links between us and covers throughout the world. Members have also worked close to home, trying to find the vast sections of cave that must exist under our back yard; cave that when found, will add vibrancy to the Club, by encouraging new and old to venture underground or return so that they can pass on their wisdom or listen to tales of caverns measureless to man. Further to this end, it was realised that a new structure was needed for the Management of OFD and in the process a more manageable system was created to allow digging in our part of the cave and the OFDCMC was revamped.

In an attempt to attract new Members a small dedicated team has been running Provisionals' and training weekends, they've also queried the difficulties faced by new Members and put solutions in place. Similarly, a team led by Antonia and Andy Freem has been filming in local caves and recording our history. This record of our caves and achievements will not only be a valuable historical document but will help when lobbying government organisations and attract new Members. In a similar vein, several Members have been involved in filming OFD with the BBC and ITV. Throughout this process, thought has been given to making the environment look inviting so as to dispel the negative cliché view of caves being the tight, wet, cold and unpleasant places held by the majority of the general public again in an attempt to attract new Members.

It was the year of the sub-committee: Risk and Governance, Legal Status, Constitutional Review, the OFDCMC, the roof and the Seventieth Anniversary celebrations. These sub-committees allowed the main Committee to get on with the everyday management of the Club while inviting Members who showed an interest or expertise to deal with the more complex issues facing the Club. Hopefully this management structure will make Committee meetings less onerous and therefore more attractive to newer or younger Members of the Club. Similarly, past Committee members have shown a desire to mentor new Club Officers. The upcoming year will be an interesting one. We will have a largely new Committee trying to learn the ropes so I ask you please to be supportive

as they can only be expected to act on their limited experience and whatever information is available. Hopefully their task will be less onerous thanks to progress in streamlining the everyday running of the Club. The 5th European Speleological Congress is to be held in Yorkshire at which we need to have a strong presence and I'm sure we will see many visitors from around the world visiting us as a result. This summer our Club will be making a return to the Dent de Crolles and we can look forward to hearing fabulous stories from this and the many other trips that will take place.

Finally, our seventieth birthday celebrations are being planned to follow our next AGM. I would encourage everyone to work together to make this a fabulous event. Please be careful, clip on twice, don't bash yourself about, try to stay healthy and hopefully all of us and hopefully a load of new faces will be there to celebrate."

3. Minutes of the 3rd May 2014 AGM

15/A3a The Chairman invited the proposal that the Minutes of the 2014 AGM might be taken as read.

Proposed by A. Richardson

Seconded by B. Jopling

Majority in favour 0 Against 1 Abstention Carried

15/A3b The Chairman then invited the proposal that the Minutes, subject to any corrections, be signed as an accurate record.

Proposed by T. Baker

Seconded by P. Hallihan

Majority in favour 0 Against 3 Abstentions Carried

There were no corrections offered for the 2014 AGM Minutes.

4. Matters arising from the 2014 AGM Minutes

15/A4a ref. 14/A6j Tony Baker requested an update on the situation with regards to the relationship between SWCC Committee and OFDMC and the process by which people are appointed to the OFDMC. Jem Rowland responded to this saying that he had led the sub-committee that had looked at this and the terms of reference of the OFDMC. Members were Jem Rowland, Fred Levett, Allan Richardson, Gary Vaughan, Bernie Woodley from SWCC and Richard Preece from NRW.

The fact that the Management Committee is an intermediary advisory body between SWCC and NRW for all Cave access and karst features

that lie within the OFD SSSI was reasserted. It is where the views of both groups meet. Election to Committee: Chair is appointed by NRW, Secretary and Permit Sec. are SWCC people appointed immediately after the SWCC AGM by the SWCC Committee which informs the chair of OFDMC of their selection in writing by the Summer meeting. They should have sufficient knowledge to fulfil their roles. All of the above should be available on the Club website.

15/A4b ref. Minute 14/A7 T. Baker requested an update on the Legal Status of the Club. J. Rowland said that there was a report about this at the end of the AGM booklet and it was also an item on the Agenda.

5. Officers' Reports to the 2014 AGM

15/A5 The Chairman invited the proposal that the reports be taken as read.

Proposed by K. Goodhead

Seconded by C. Pepper

All in Favour

Carried

Questions to Officers

The Chairman then invited questions to each Officer's report.

15/A5a Secretary

The Secretary encouraged the appointment of a 'Minutes Secretary' to ease the tasks incumbent on the Secretary; this could provide a chance for a younger Member to see the workings of the Committee without the need for being appointed to a post of responsibility.

15/A5b Treasurer

The Treasurer thanked C. Grimmett for all his help in producing the accounts. A. Dobson asked about the money collected for BCA - should be shown as 2 lots but could only see 1. J. Lister explained where to find the answer on the balance sheet. Janine Graham (Auditor) had advised that the money should be shown this way because the BCA money isn't ours but it is held in trust to be paid to them at the appropriate time. I. Miller pointed out that no system would be 100% but it had now improved. SWCC would still be charging its Members the BCA money in advance but this meant that if the cost increased this extra amount would have to be buffered by the Club.

15/A5c Editor - No report

15/A5d Records Officer

B. Jopling said that he appreciated having the newsletters digitised and would like the opportunity to read the rest. G. Amabalino had done this in the past but B. Clipstone has completed most of them now and they would hopefully be put up on the website shortly.

15/A5e Equipment Officer - No questions**15/A5f Cave Rescue Liaison Officer - No questions****15/A5g Warden**

G. Vaughan asked why the door connecting No. 6 corridor to the lobby had been changed since the porch was now draught proof. A. Richardson stated that it kept the building warmer if a window was open upstairs. B. Jopling stated that as it's a thoroughfare the door was a nuisance and G. Vaughan agreed. There was an electro-magnetic lock installed at great time and expense to keep the door open but so that it would still act as a fire door; this was now redundant.

Motion:

That the internal door with the electro-magnetic lock be restored.

Proposed by G. Vaughan

Seconded by B. Jopling

For 15

11 Against 16 Abstentions

Carried

K. Goodhead stated that the reason for so many abstentions was that it hadn't been discussed and there had been no offer of any alternative measure. S. Moore was of the opinion that it wasn't AGM business anyway.

15/A5g Conservation Officer - No questions**15/A5i Training Officer - No questions****15/A5j Fixed Aids Officer**

G. Vaughan asked about the new fixed aid. D. Dobson stated that it wasn't a fixed aid as it wasn't on his list. G. Vaughan suggested that it is a retrograde step that fixed aids are appearing in the cave especially as they are a controversial subject. He suggested that the Fixed Aids Working Party which used to exist should be reconvened and report to the AGM each year for openness and transparency.

T. Baker expressed his agreement. There was further discussion about who was responsible for aids that weren't official such as the Waterfall

Series Traverse line. S. Moore suggested that the working party thoroughly review all fixed aids since times and attitudes have changed. J. Rowland reminded the meeting that up until now the SSSI approval process had not been used but there should be a line drawn now and future aids may need to consider this process. SWCC would come up with recommendations and CMC would act accordingly. P. Quill asked about the result of an illegal placement of a fixed aid and was told that the person installing such could be prosecuted by NRW.

Motion:

That the Fixed Aids Working Party be reconvened to consider all fixed aids in OFD. This Working Party would be convened by the incoming Fixed Aids Officer.

Proposed by G. Vaughan

Seconded by T. Baker

Majority in favour 2 Against 8 Abstentions Carried

15/A5k Communications Officer - No questions

15/A5l Assistant Secretary - No questions

15/A5m Estate Manager

A. Maddocks asked if there was any way that the money could be recouped for the repair of fencing that should have completed by the tenant. C. Friend said that the track record of the current tenant was not good and in his opinion if the tenant had wished to continue with grazing on our land he would have made an effort to complete tasks which were his responsibility. He would like to see a complete break with this family and look for an alternative grazier. H. Dare pointed out that if the tenant has put this land into his Tir Gofal agreement then it is his problem to sort out. B. Clipstone said that Colin Williams had already indicated that he would like to graze sheep on our land. G. Vaughan explained that the Evans family felt that they had a tenancy agreement over the land long before SWCC owned it. They felt that they had historical rights. B. Jopling felt that he had good relations with them.

C. Friend pointed out that the Evans family had applied for Tir Gofal money without a written tenancy agreement, they had never been able to produce one when asked. A. Maddocks asked about the rights of commoners where the whole group had to sign up on any agreement about how land was managed ecologically but it was pointed out that in this valley it was the responsibility of individuals rather than a group. H. Dare informed the meeting that there will be a new basic payment scheme introduced for May 2015/16 and any claim without a tenancy

agreement would be fraudulent. G. Vaughan suggested that the Club takes possession of the land from 1st Jan. 2016 and the decision will be taken by the Committee as to how the Club will proceed from then on; would they re-negotiate with the Evans family or seek a new grazier? P. Hallihan wanted the term grazier used rather than tenant.

J. Lister pointed out that the Club cannot manage the land on its own; we have a duty to manage the land as it was subject to an agreement with NRW who had given us a grant towards purchasing it.

J. Rowland suggested that the expertise of those in the meeting could be used to help in the decision making.

B. Jopling said there should be serious consideration given to selling some of the land that we don't want. C. Friend didn't accept that there was land that we didn't need as it could mean that someone would then try to dig into the cave.

Motion:

The Committee is instructed to pursue the most advantageous agreement for the use and management of the land. If the options include the sale of part of the land then that decision must be ratified by a General Meeting.

Proposed by S. Moore

Seconded by J. Lister

Majority in favour 0 Against 4 Abstentions Carried

B. Radcliffe asked that a mechanism was put in place for any agreement to be monitored.

G. Vaughan asked how the waste disposal and recycling changes came about. C. Grimmett replied that Powys County Council consider us to be a trade customer and a legally binding document has been signed to say that we will recycle as much as possible. Green bin will be emptied fortnightly so the cost is reduced by half. Since the lorry will not cross the quarry a new bin with key will be provided and will be sited just this side of the gate to The Stump which is our land. A range of available options for recycling was given, most of which are unsuitable for us but new rates just come in for a 250 litre multiuse bin for paper, plastic and glass (weekly collection). Alternatively the Club could buy an annual trade permit for £45 and take recycling to a domestic site. P. Hallihan pointed out that we can be prosecuted if recyclable waste is in the waste bin. T. Baker observed that since the recycle bins in the kitchen had been removed people were putting glass in the general waste, not taking them home. B. Stevens asked how much it would cost to have recycling collected once a week and C. Grimmett replied that on first look it could be quite reasonable ~£2.50 per week. G. Vaughan stated that there was

often a better rate per kg. weight for recycling due to the fact it was to be encouraged and he was in favour of a more formal recycling arrangement with a proper trade recycling collection.

C. Grimmett said there were multiple options and the next Committee needs to look at this.

15/A5n The Chairman then invited the proposal to accept the Officers' Reports *en bloc*.

Proposed by P. Hallihan

Seconded by J. Lister

Majority in favour 0 Against 0 Abstentions Carried

6. Auditor's Report to the 2015 AGM

15/A6 The Chairman asked for a proposer for the suggested motion in the Agenda

Motion:

That the auditor's report be accepted and the Club's thanks be recorded for her work during 2014/15.

Proposed by B. Jopling

Seconded by I. Cardy

Majority in favour 0 Against 2 Abstentions Carried

There were no matters arising from the 2014/15 Auditor's Report.

7. Subscriptions and Hut Fees

15/A7 The Treasurer said that the current balance of £72,864 was a healthy one. In the past Treasurers had raised subscriptions in alternate years but he felt that it shouldn't happen this year. He also felt that hut fees should not be raised as he wanted to increase the numbers of Members using the Club but guest fees were different; he wanted to see a greater difference between the two sets of fees - possibly raising guest fees to £10?

S. Moore stated that in Scotland £15/£16 was usual for possibly slightly more salubrious facilities than ours but not necessarily. Hostels were even more expensive, so £10 would still be cheap by comparison. J. White added that in her experience guest rates were normally double the Members' rate. K. Goodhead pointed out that students constituted a large proportion of our visitors and we should consider their needs. He asked if anyone knew what student rates were elsewhere? Several people said that

there were no special student rates in other hostels, they paid the same as others. T. Baker wanted to encourage student visitors and a modest increase in the rate would keep us competitive and allow for inflation. These groups could be put off staying at SWCC by a big price hike.

H. Lomas clarified that he was only talking about guests and was not including the students in this category. He wanted the rates to reflect the benefit of being a Member. A. Richardson added that students stay with us because we have the facilities to accommodate large numbers which other clubs do not. K. Goodhead suggested that as students currently have a £1 discount off the guest rate for pre booking, this could be increased to a £2 discount. T. Baker asked what the going rate was elsewhere for similar facilities and H. Lomas replied that it was £12 for Yorkshire Ramblers and A. Richardson added that the mines weekend in N. Wales would cost £9 p.p.p.n.

Motion:

The guest rate would be increased to £9 for guests with a £2 discount for pre-booked University Clubs and Members' rates would stay the same.

Proposed by G. Vaughan

Seconded by K. Goodhead

Alternative proposal/amendment made:

£8 for guests, £7 for pre-booked University Clubs, £4 for Members.

Proposed by I. Miller

Seconded by V. Allkins

In favour

Defeated

Original Motion:

Majority in favour

6 Against 7 Abstentions

Carried

Motion:

The current subscription rate remains the same for 2015/16.

Proposed by T. Baker

Seconded by C. Pepper

Majority in favour

1 Against 3 Abstentions

Carried

P. Collings-Wells requested that the incoming Committee look at online paying. H. Lomas expressed his hope that in the future there could be the facility to pay hut fees online at Penwyllt. This would be a BACS payment system rather than PayPal as the latter incurred a charge. There was further discussion about using a credit card system and whether it would be an appropriate way to move forward. Committee should investigate possibilities and come back with suggestions.

8. Legal Status

15/A8 J. Rowland explained that Fred Levett had taken the lead on this. The aim was to mitigate the risks and the effect of risks which led to a sub-committee looking at a risk register and subsequently maintaining it. A second sub-committee considered whether the insurance cover we had was as fit for purpose as it could be.

J. Rowland continued to outline further details in addition to the contents of Appendix 1 at the back of the AGM booklet. It was a complicated issue and looked at whether the Club should be incorporated or unincorporated (this latter was not a legal entity so could not be sued as such). Through the Constitution which permits Club assets to be used and through insurance held, individual members of the Committee could be compensated if they were successfully sued by an individual. If the Club became an incorporated body it would be easier for it to be sued, we would lose the rate relief that we have and it would cost us more to have accounts audited.

As the Club is not an entity any contracts that are signed become the responsibility of the person signing. It is suggested that any document to be signed is checked very carefully by at least one other person.

Legal advice had been taken to ensure that the facts with which the group were working were correct and the solicitor put us right on one or two details. Authorised spend was £5,000, actual cost was £350 + VAT. The sub-committee's recommendation was that the status quo should be maintained but that the situation should be monitored in the future.

Charitable status was also looked at; we can become a charity if we exist solely for the public benefit. We exist as a members' club so are not able to become a charity.

J. Rowland concluded by saying that the Committee had accepted the paper and he now requested the AGM to ratify that decision.

Motion:

The AGM accepts the paper on the Legal Status of the Club and its recommendations.

Proposed by J. Rowland

Seconded by S. Moore

Majority in favour 0 Against 3 Abstentions Carried

B. Jopling proposed a vote of thanks to the sub-committee which produced the document and with particular thanks to Fred Levett.

9. Proposed Constitutional Change 1

15/A9 Addition of Estate Manager to Committee Elected Posts

Proposed by the Committee

Seconded by B. Jopling

36 In Favour

4 Against 5 Abstentions

Carried

10. Proposed Constitutional Change 2

15/A10 Modification of the Process to Become a Full Member

P. Hallihan spoke on this topic with reference to T. Baker's suggestion from last year's AGM. He stated that constitutionally it doesn't need that much change.

Proposer doesn't need to write a letter - just handing in the signed form would make the system easier.

Name and address to be displayed - currently the address is not displayed so this would merely be bringing the Constitution into line with current practice.

6 week display time. If this were to be changed to 4 weeks then an individual would be able to become a Full Member a month earlier. New prospective full Members' names could be displayed on the website rather than the lobby wall - but this should not be tied into the Constitution.

Every Member application is currently discussed and voted on and the suggestion is to change this practice to a vote only if there is an objection. Abstaining for "not knowing the applicant" would be removed. Meeting Committee members may be difficult if the applicant caves mid-week rather than at weekends.

Constitutional changes would be small, attitude changes would be small but significant.

For next year the rights and entitlements of Provisional Members needs to be considered. Student groups can pick up a key to the Club and the cave so why not the Provisional Members?

S. Moore agreed with the removal of the address being displayed but there would be no way other than the list for anyone to say that someone is unacceptable. We don't want to lose the ability to reject an application; this could happen if the time for comments was reduced.

T. Baker congratulated Piers on the document and gave it his total support. He also supported the reduction of the 6 weeks to 4 weeks. B. Radcliffe felt that the ability to object, rare though it would be, should be retained.

B. Jopling felt that he would like the requirement for a letter to remain and T. Baker added that this gave the opportunity to pass on positive comments about someone. J. Rowland suggested that this could be part of the Policy Document. P. Francis wanted the 6 week period to remain and R. Breakell felt that if the applicant came into the Committee meeting (with or without cake!) it meant there was at least knowledge of the person wishing to join the Club. P. Quill felt that if you wanted to become a Member you ought to do what it takes - not very onerous. T. Baker suggested that the perception needed to appear less onerous. The discussion continued for a short time and then the following was suggested:-

15/A10a Amendment 1 to the Motion

Additional sentence to be added.

The application form should be accompanied by a letter of support from one or more of the proposers.

Proposed by T. Baker

Seconded by P. Meredith

36 In favour 10 Against 6 Abstentions Carried

There was then a vote on the length of time that a Member's name be displayed.

15/A10b Amendment 2 to the Motion

The Member's name be displayed for 6 weeks not 4 weeks

Proposed by S. Moore

Seconded by B. Radcliffe

23 In favour 15 Against 9 Abstentions Carried

15/A10c Motion

This new Constitutional change.

33 In favour 7 Against 6 Abstentions Carried

T. Baker suggested that Piers' document meant the Committee had a way to look at the application system in that acceptance was presumed unless there was an objection received. Club Members need to stress to

Provisional Members that the process is not onerous and he proposed a vote of thanks to P. Hallihan for his work.

A request was also made that the Committee look at the rights of Provisional Members for next year which may require a Constitutional change.

Motion:

For Committee guidance it is presumed that an applicant is successful in the absence of an objection to that applicant joining as a Member.

Proposed by P. Hallihan

Seconded by T. Baker

10 In favour 22 Against 14 Abstentions Defeated

11. Constitutional Change 3

15/A11 Addition of Entrance Fees to Subscription Rates

This just a tidying exercise.

Majority in favour 0 Against 1 Abstention Carried

12. Discussion on Powell St. Roof

15/A12 J. Lister as Chairman of the Roofing Sub-Committee had produced a document (Appendix 3). He had spoken with the BBNP who informed him that any roof work would require planning consent which would last for 5 years and could be renewed. Cost of the project is unknown. His group were asked to consider the draft plans from G. Vaughan. There is no presumption on aesthetic grounds about removal of the chimneys. He would recommend any scheme where the roof would be extended to the front and rear to give greater protection to the walls. Current timbers are nominal and most are smaller than they should be. A re-roof would give a chance to put in proper insulation. He referred to a report received in 2007 which is on the Club website. This report stated that all timbers were defective but replacement was not of great urgency. A great deal of damp pushed through into the buildings through the chimneys and flashings and it recommended removal of those chimneys not in use. Our policy of immediate repairs to anything loose, slipped, broken needed to be maintained.

V. Allkins stated that slate had to be used on the Stump. J. Harvey pointed out that intermediate floors, walls and the roof were all interlinked. He suggested replacement of the faulty purlins, creation of a conventional roof and rafters that can be easily attached. In the past it

hasn't been tied across the building. J. Lister then explained further details to J. Harvey, cottages were probably reroofed in 1926. J. Harvey suggested that the 2007 report had a number of errors and that we should go back to square 1. Committee needs guidance.

C. Friend pointed out that the majority of people in the AGM didn't have the knowledge to decide whether one point of view was any more valid than another. K. Goodhead stated that as a first point the AGM should decide what they wanted to do about the chimney stacks.

B. Stevens asked for a guide on the cost of taking down and rebuilding a chimney stack in order to make a more informed opinion. Cost would be ~£2,500 per chimney so a total cost for all chimneys to be taken down and rebuilt would be nearly £20,000.

There were further views expressed about how bad the situation of the roof was perceived to be. Several people stated the view that a few slates could mean the whole roof could be removed by a gust of wind; the roof needs doing sooner rather than later. P. Hallihan asked about detailed plans and costs but this could not be answered as it was a huge unknown.

Motion:

Any roof scheme should include removal of the redundant chimney stacks.

Proposed by K. Goodhead

Seconded by C. Pepper

27 In favour

16 Against

9 Abstentions

Carried

P. Quill wanted a roof fund that that is ring fenced so if there is a catastrophe and the roof is lost there is a contingency.

H. Dare stated that in his experience $\frac{1}{4}$ to $\frac{1}{3}$ of slates could be lost when they were taken off - however carefully. L. Williams asked what had changed to make the roof more of a priority and was told that the roof timbers were deteriorating.

Questions were asked relating to what had happened to the roof fund. Various past Treasurers at the meeting stated what was evident in the accounts during their tenure and it seems that at some time in the past the 'roof fund' became part of the main account. B. Jopling said the owners of Y Grithig had recently had their house reroofed so there could be some guidance on price and workmanship from them. A. Freem stated that the DY0 roof which was $\sim\frac{2}{3}$ the size of ours cost £80,000 to replace.

J. Lister said that the roof had been sub-standard since it was first fitted and needed a full rebuild and A. Richardson stated that the insurance would not pay out for this. P. Hallihan again wanted a report with costings and a target date.

Motion:

The Club moves with expediency towards the re-roofing of the HQ.
(This would include advice reports and quotations)

Proposed by G. Vaughan

Seconded by P. Meredith

Majority in favour 0 Against 4 Abstentions Carried

Motion:

The Club should set up a ring fenced roof fund.

Proposed by P. Quill

Seconded by P. Collings-Wells

38 In favour 0 Against 8 Abstentions Carried

H. Lomas spoke about the need to be proactive in fund raising, apply for grants, possibly a commercial or private mortgage and maybe a donation for one year from the membership. We needed to be in fund raising mode. In the mid-1990s there was £45,000 in the roof fund. Elsie Little's legacy would also be a good starting point. A. Freem felt that it didn't need to be a separate account but could be within the main account.

T. Baker told the meeting that a private golf club sports facility had received a large contribution from the Lottery for reroofing - was it classed as a sports facility? We needed to find out what the criteria are for applying for such a grant. If it needed changes such as to the Constitution the Club should be aware of this. Margaret Richardson has experience in this area.

13. Proposal for Honorary Membership

15/A13 Richard Preece Honorary Membership Proposal

A. Richardson spoke:-

“Richard Preece was, amongst other things, the Warden for the OFD NNR and has been associated with OFD and hence SWCC for some 25 years.

I first came across him when I joined the OFDCMC, about ten years ago, where he chaired the meetings.

One of his claims to fame was that he had never missed an OFDCMC meeting, though he had, on a number of occasions, had to walk up the hill due to snow.

Over the years he has through his good offices with CCW and NRW, provided money and resources for the Club. He was, for example, instrumental in getting grants from the CCW and NRW for the purchase of the land around the Club and for OFD1.

He has also provided considerable amounts of material over the years, lintels for digs and plastic pipe to line shafts being two more recent examples of his assistance. The gates for OFD whilst being made by Pete Cardy were funded by CCW/NRW, again there was never a problem getting money for them due to Richard's assistance.

Why did he do all this? OK, partly it was his job to look after the OFD NNR, but he himself had been a caver in his younger days and liked being around cavers. Having personally met a number of CCW/NRW personnel over the years, however friendly and helpful they were, you could sense that they didn't really understand us. Richard did and always enjoyed visiting SWCC. I always found him helpful and approachable. It was with some regret that I was unable to attend his retirement party but Fred and Jem were able to on behalf of the Club.

Finally I commend to you this proposal for Honorary Membership."

J. Rowland added that he made a significant contribution behind the scenes. He's a quiet person and has made a huge difference to the Club. When told he was being proposed for Honorary membership he was extremely pleased and honoured.

Unanimous in favour

B. Jopling stated that he was one of the few non-Club Members who has been recognised by the Club and made an Honorary Member.

14. Election of Officers

15/A14 (i) President

There were 2 nominations for President:-

Jem Rowland and Gary Vaughan

Gary stated that his contesting the President position was because he believed that all roles should be contested; it was a healthy state of affairs.

Jem Rowland

Elected

Jem spoke briefly and said what an honour it was to be holding the post. He had never asked to be President but had always been asked if he was prepared to stand.

He has had a number of Members had that had confided in him over the last year as they were considerably concerned and upset over comments on social media which had actually damaged the Club. There was a proper place for healthy debate and constructive discussion.

The 70th Anniversary of the Club was coming up and he would like to see a major find on our patch - so get digging!

15/A14 (ii) Vice-Presidents

The three Trustees were proposed *en bloc*.

Alison Maddocks

Clark Friend

John Lister

Proposed by K. Goodhead

Seconded by P. Hallihan

Elected unanimously

Mick Day

Proposed by D. Dobson

Seconded by B. Jopling

Fred Levett

Proposed by J. Rowland

Seconded by C. Friend

Both Elected unanimously

15/A14 (iii) Officers of the Club

Chairman

Proposed by G. Vaughan

Pete Hobson

Seconded by B. Jopling

Elected

Secretary

Proposed by T. Baker

Gary Vaughan

Seconded by P. Quill

Elected

Treasurer

Proposed by C. Pepper

Harvey Lomas

Seconded by P. Hallihan

Elected

Editor

No nominations

Records Officer

Proposed by H. Lomas

Allan Richardson

Seconded by B. Clipstone

Elected

Equipment Officer

Proposed by K. Goodhead

Iain Miller

Seconded by A. Dobson

Elected

Cave Rescue Liaison Officer **Vince Allkins**
 Proposed by P. Hallihan Seconded by G. Vaughan **Elected**

Warden **Brian Clipstone**
 Proposed by P. Hobson Seconded by A. Dobson **Elected**

Conservation Officer **Bernie Woodley**
 Proposed by K. Goodhead Seconded by A. Richardson **Elected**
 B. Woodley asked that a younger Member would be encouraged to shadow him in the role of Conservation Officer in order to learn what the job involved.

Training Officer **Piers Hallihan**
 Proposed by A. Dobson Seconded by B. Jopling **Elected**

Estate Manager **No nominations**
 There were no nominations and B. Jopling suggested that a sub-committee would be the best option as the task was so huge. Paul Meredith and Vince Allkins offered to help Chris Grimmett with the task. Chris Grimmett did concede that the Risk Management sub-committee work did overlap.

15/A14 (iv) Ordinary Members

The Chairman invited nominations for four ordinary Members:-

Tim Lewingdon
 Proposed by P. Hallihan Seconded by B. Clipstone **Elected**

Martin Hoff
 Proposed by J. Rowland Seconded by T. Baker **Elected**

Chloe Francis
 Proposed by P. Francis Seconded by P. Hobson **Elected**

Celestine Crabbe
 Proposed by G. Vaughan Seconded by B. Jopling **Elected**

Lel Davies would be co-opted as **Assistant Secretary**.

The Chairman proposed a vote of thanks to C. Grimmett and P. Collings-Wells for all their work.

15. Appointment of Auditor

15/A15 Christiane Michel was proposed as Auditor with mentor support from Janine Graham.

Proposed by J. Lister

Seconded by P. Meredith **All in favour**

16. Policy Document

15/A16 J. Rowland suggested that the Committee be instructed to look at all aspects and update the Policy Document; it hadn't been done for some years.

Proposed by J. Rowland

Seconded by C. Friend **All in favour**

A. Freem spoke about the problems of abusiveness to individuals at the Club. There had been a number of allegations often of a sexual nature. Offensiveness is as seen by the recipient not by the giver and it is on the increase. There is evidence that it is affecting whether people join the Club or not. He wished to raise awareness of this issue. The subject needed to be reviewed and any public notices displayed that such behaviour is not acceptable in the Club.

S. Goodhead pointed out that both referrals to Rescue and the Constitution needed particular attention - in short it needed to be gone through with a fine tooth-comb.

17. Any Other Business

15/A17 Right of Access Across the Quarry Stockyard

B. Radcliffe enquired about the right of access through the quarry stockyard. Was it used on an occasional basis to keep it going? A. Freem replied that he had recently had a conversation with a BBNP employee who said that there are active negotiations about re-opening of part of that land for public access.

C. Friend reported that he had been requested through B. Woodley and S. Goodhead to talk to Jackie Dennam who was part of a company that the BBNP had engaged to look at the feasibility of creating a "Penwyllt Visitor Experience". She was fact finding and wanted to know about rights of way and land owned by the Club. She later sent a flyer to him which was incorrect in that it stated that the BBNP, BWT, NRW and SWCC were in partnership on this and that SWCC had been part of the commissioning process for her company. SWCC had not been party to any of this. C. Friend had written a reply to show that the two points were wrong and as this is to be a public document it should be immediately corrected.

The scheme is part of an old Geopark concept that they have a desire to open up the brickworks as part of encouraging the public to come and look at the industrial heritage of Penwyllt. There is however no public Right of Way from the CRoW land to the north of the cottages, to the Brickworks. There is access for CCW by deed and permission for tenants to use our tracks, but no one else. B. Woodley explained further about the BBNP concept of a Penwyllt Visitor Experience and that the company was fact finding.

The RoW across the stockyard is in our deeds.

15/A18 Governance of the Club

J. Rowland explained that when the incorporation/corporation/governance debate was discussed by the sub-committee they also began to look at the possible re-structuring of the Committee to make it easier for Committee members and to reduce the length of time spent in meetings; this would possibly mean some changes being made to the Constitution to make this happen. Would the meeting like the sub-committee to carry on looking at this and with a view to bringing some recommendations to the next AGM?

Motion:

The Governance sub-committee is requested to continue its work reviewing the governance of the Club with an aim of bringing some recommendations to the next AGM.

Proposed by J. Rowland

Seconded by B. Jopling

Majority in favour 0 Against 2 Abstentions Carried

15/A19 Mary Hazelton's Dragon

P. Meredith inquired about the whereabouts and wellbeing of Mary Hazelton's dragon. She is safe and well in her current abode.

15/A20 Adopt a Club Link with SUCC

J. White had made contact again with Southampton Caving Club who would like to renew their association with SWCC which had started with the Adopt a Club scheme. She would to encourage them to come to more SWCC events. G. Vaughan asked if there were any other applications for adoption? P. Hallihan said that the BCA policy was for one club to be 'adopted' but that shouldn't exclude us from building on the links that Claire Vivian had created with Swansea University and the efforts being made to rebuild the links with Cardiff University. A. Freem said that Aberystwyth University enjoyed their time at SWCC and would be very keen for Members to help them out with trips.

All agreed that the link with Southampton be continued for another year.

K. Goodhead pointed out that the transient nature of University Club officials worked against this. He had had contact with SUCC at the beginning of the academic year and the officers had no idea that there was a special relationship with SWCC. He asked how this could be improved?

15/A21 New Survey

V. Allkins said that all those who had put so much time and effort into the production of the new survey would like to see the result. It is time to forget what has happened in the past and all come together to move the issue forward to a conclusion. The surveyors were asked for their input and it was that they just wanted the survey up on the wall.

B. Stevens asked for some background information and explanation relating to the current situation.

The Chairman summarised:-

Holywell could produce 200 copies plus a large wall copy for £7,000.

The 200 copies would be sold at £40.

Concerns over costing and damages in storage but the Committee had agreed to the spend although some had reservations.

The day after the Committee meeting G. Vaughan had said that he could print the survey for a lower cost.

C. Friend asked if G. Vaughan had a saleable file and the response was that some would say not but a copy had been brought to the meeting so people could see it. This could be sold at £15.

The order with Holywell had been put on hold and subsequently they had been asked for an invoice for the work they carried out.

B. Clipstone asked C. Grimmett to explain where we are currently. Yorkshire CC had been at the Club recently and in passing had said that they knew of a company in Yorkshire who printed all the cave surveys up there; they were good and cheap. He had been requested by the last Committee meeting to find out more and had the following quote:-

100 of 3m saleable surveys £8.40 each incl. VAT

120 rolled for customer collection on plastic ~£12.50 + VAT

Large copy for the wall on paper (180g) £67 + VAT

He suggested that we moved quickly on this. He needed to find a price for a plastic one for the wall and a sample to look at quality.

A. Richardson said that he had seen some of the company's work and the quality was good and was also recommended by Kevin Dixon who is a

well-known cave surveyor. P. Hallihan pointed out that holding stock would not be a problem as the supplies would be bought very quickly. I. Miller wanted the survey published a.s.a.p. otherwise it could be out of date with all the new passage the Club diggers hoped to find before the 70th Anniversary celebrations.

B. Jopling proposed a vote of thanks to the surveyors for their dedication and hard work in producing the survey - applauded by all.

Motion:

The Committee's decision to put on hold the Holywell order be ratified by this AGM and the incoming Committee should pursue the Yorkshire quotation with all haste.

Proposed by G. Vaughan

Seconded by P. Hobson

Majority in favour 0 Against 1 Abstention Carried

P. Hobson the proposed a vote of thanks to C. Friend the huge amount of work he had put in involving the survey - applauded. V. Allkins added that it should be for all those involved.

15/A22 Time and Venue for the 2016 AGM

Proposal:

The 2016 AGM will be held at 9.a.m. on Saturday 30th April at a venue to be decided (probably the Miners' Welfare Hall, Abercraf).

Proposed by T. Baker

Seconded by P. Hobson

All in favour

15/A23 There being no other business the Chairman thanked everyone for attending and closed the meeting at 13.40.

Sue Goodhead, 14th May 2015

Officers' Reports to the 2016 AGM

Secretary's Report

As many of you are aware, I had a hip replacement mid February which took me out of circulation for the best part of six weeks and it is only now that normal service is starting to resume. And so in no particular order of priority

Sad Losses in the Last Twelve Months

The year 2015/16 has not been the best of years for Member/past Member mortality. Notable amongst those who are no longer with us are the names of Les Hawes a long standing trustee of the Club and a familiar face to many remaining Members. We have also this year lost Laurie Galpin who was very much responsible for shaping the Club's reputation through the sixties and seventies and of course who is immortalised in the wording of a song regularly heard in the long common room. Other sad losses include Dr Aubrey Hudson, John Heath, Roger Flaherty, Jill Birchenough, and Dilys Gillett. May they live on ever in the memories of Club Members.

First Registration and Transfer of Ownership of Club Property

Over the past twelve months I have worked hard to secure first registration of the Club's un-registered holdings and to transfer ownership of all Club holdings to the surviving trustees. One of the key elements of this work was to secure registration of the many rights of way owned by the Club including some of those missed in earlier registrations. I am very pleased to report that this work has now been completed.

70th Anniversary Dinner

This event has taken a considerable amount of my time but I believe that to be time well spent. With somewhere in the order of 120 Members attending the event planned for Saturday 30th April at the Ty Newydd Country Hotel stands to be one of the largest formal dinner events the Club has ever held.

The Secretarial Ramblings

These were originally conceived in order to maintain a high level of connectivity between the work of the Committee and the wider membership. I know that quite a few Members have enjoyed the information offered and the ability that this provides for non-political folk to keep abreast of the latest developments. If elected to the post of

Secretary again next year this is an initiative that I intend to continue with.

Organisational Structure

A further initiative to improve the attractiveness of serving on the Committee has been a subtle but distinct change in the way that the Club manages its discussions and debates. It has in recent years been quite often the case that Committee meetings have deliberated for hours over sensitive issues. This has led to meetings in excess of three hours from time to time and perhaps not always with the best of results. The current mode however is to simply use the coming together of the Committee members at the formal meeting as a means to ratify decisions that have either been debated in advance by e-mail discussion or as is more usually the case over the past twelve months, has been put to a working group or sub-committee to investigate, discuss, resolve and revert to the full Committee with a clearly researched and well-reasoned report upon which the Committee can choose to act or to put back for further discussion. This has led to a drastic reduction in Committee meeting duration. Less than two hours is now the expected norm and one or two of the meetings have been concluded in less than an hour. No longer are Saturday nights lost and the weight of burden of attending the meetings is thus very much reduced.

Access Road to the Club

One of the initiatives that has been very close to my heart for a long time was the obstruction of the Club's legal rights of way. Whilst there remain obstructions in certain places I am very glad to report that 2015/16 was the year in which SWCC once again gained regular day to day use of its legal right of way across the quarry stocking yard. There is still much work to be done here. Although the current quality of the road surface is far superior to the permitted route offered by the owners of the quarry, it will not always remain so. Gone are the days when the quarry operator would regularly run a loading shovel along the route to keep it smooth firm and level. The maintenance of this way now rests firmly with the Club and I foresee a need for the annual Working Week to include an element of highway maintenance to protect our road. I am still very much in touch with Lafarge Tarmac and Hobbs Holdings and I continue to work hard in order to ensure that the Club be involved in the planned restoration works for the quarry. The very latest news that I have on this is that the considerable volume of stock held by Lafarge on site is allegedly destined for use within the restoration scheme itself. Such a volume of crushed stone could easily be used to make more permanent ways here and there across the quarry.

OFD Key Unification

2015/16 saw the introduction of one key to fit all entrances to the OFD system. This step is in keeping with the current management of the entire system which of course is now managed on behalf of SWCC and Natural Resources Wales by the OFD Cave Management Committee.

Signing in upon Arrival at the HQ and the Payment of Day Fees

This has been a prickly subject for some. For my part I am concerned that the DO's job should not be made stressful or arduous by having to challenge Members who are drinking tea in the HQ kitchen and whom have failed to sign in on the Club hut sheets and whom have failed to pay their day fee in an open and transparent manner. It has been suggested to me by some that the Mendip clubs offer an open and free supply of tea making materials to any passing caver. I say good for them. If that is what you want then go and cave on Mendip. Good luck with that. As SWCC enters a whole new era of fundraising activity I believe that the entire membership should be pro-active about supporting the Club and further more the whole membership should be eager to do what is good for the Club and exceedingly cheap and simple. The Club needs to raise tens of thousands of pounds to re-roof the HQ. I would challenge Members who casually visit the Club and drink tea in the kitchen without paying the day fee to justify why they would choose not to support the Club by providing a much needed donation of just £1. I do not see why the DO should have to chase around for this donation. Each and every Member should take pride in making the donation and of course incumbent in that is recording that they have made the donation on the hut sheet. Sorry for the rant but there are too many local Members taking a liberty over this issue and it poisons the spirit of camaraderie that should prevail within SWCC.

Relationship with the Wealden Cave and Mine Society

I am pleased to be able to report that following what was seen by some Members as a breach of the terms of the lease for the Stump by letting the property out on a commercial basis to visiting groups, a firm understanding has been established between Wealden and SWCC as to the way in which the Stump can be used by the Wealden. This was a very good result for a prompt and swift diplomatic intervention that prevented any deterioration in the excellent relationship which exists between the two clubs.

Outright Ownership of the Grazing Land

It has been a long time coming but with effect from the 1st January 2016 SWCC became the outright owner of the land which it purchased some

years back but subject to a grazing license with Gareth Evans (senior now deceased). As of the 1st January 2016 the land is now vacated by the Evans family and SWCC has full freehold ownership un-impeded by any licence or tenancy. Currently the land is not stock proof. The Committee is continuing to look into long term cost effective means of making the land stock proof with a view to letting the land under fixed term grazing agreements.

CRoW and the Right of Access for Caving

There currently exists a rising number of politically active cavers who seek to establish as a fundamental principle of English and Welsh law that a right of access to go caving can be inferred from the CRoW Act 2000. This is a political initiative that I believe SWCC needs to monitor closely. Ultimately as I see it the House of Lords will decide the issue one way or the other but concern should be held over the possible changes in landowner/caver relationships as a result of such an initiative.

There is a possible dichotomy for the Club. On the one hand the establishment of unrestricted access to all caves on CRoW land would possibly fit with the Club's broad constitutional aim of discovery, survey and exploration of caves but on the other hand the removal of any restrictions could subsequently prove adverse to cave conservation. I fear that the Club is powerless to influence the game that is already well advanced in some areas.

OFD Survey

Congratulations must be extended to all involved for the eventual publication of the long awaited survey of OFD.

Duty Officers, Digital Destination Boards and Scurion Lamps

It remains a sad fact that the Club struggles to find Duty Officers on a regular basis. Much has been done to try and improve the situation. Cave keys can now be accessed even if the cottage is locked and empty. A handsome prize of a Scurion Lamp has been offered as an incentive to persuade Members to make the effort to take a turn. Still the DO booking sheet is remarkable bereft of names. There are perhaps still ways in which the lack of DO can be mitigated. Methods to pay hut fees have been improved and one of the key functions of the role of DO, the supervision of the destination board could be made to run in an automated fashion supervised not by a human but by a computer. These measures simply mitigate the problem they do not solve the problem. Perhaps the glaringly obvious fact is that society has moved on. Members' time is now too precious to waste by attending the HQ for eight or ten hours. Perhaps the time has come to look at commercial solutions. A paid warden who not

only administers the DO system but also performs certain cleaning duties. SWCC may no longer be able to entice Members to give their time for free but perhaps there are Members who would be happy to be receive a wage for such duties.

Penwyllt Water Users Association (PWUA)

A significant year for the business of water supply at Penwyllt. To commence with all three executive officers of the association resigned their posts effectively leaving no one at the rudder so to speak. Two of the local residents have installed private boreholes to bring clean drinking water up from a sandstone aquifer below the limestone. This has resulted in a significant change in the membership of PWUA.

At the request of the previous Secretary of PWUA, SWCC has been forced to step in and take over the running of the organisation on a temporary basis. This situation was rectified at the PWUA AGM held on 5th March 2016. I have been elected Chairman of PWUA, Mary Aubry of Wealden has been elected Secretary and Robin Albert (Wealden) has been elected treasurer. The first challenge is to gain control over the assets of the PWUA. I am pleased to report that the bank account is now firmly back under the control of the executive officers. Concerns with regards to liability of the executive officers are likely to result this year in a new constitution for PWUA. The latest breaking news is that Cnwr Estate are proposing to construct a hydroelectric facility upstream of the PWUA abstraction point. Obviously this would impact the volume of water reaching the abstraction point and I shall be working hard over the coming year to ensure the continuing supply of water to the village of Penwyllt.

Adopt-a-Club

This initiative was first established about two or three years ago. Southampton University applied for and became SWCC's adopted student caving club with the rights to stay at Members' rates and the reciprocal right for each club to join in with the social calendar of the other. Having reviewed the arrangement the Committee has taken the view that it was not working in the way anticipated and SWCC has told Southampton University Caving Club that it is withdrawing from the arrangement. This leaves open the opportunity of such an arrangement with another university club. I have approached Aberystwyth University CC but so far they have not come back with anything positive.

Ogof Marros

Finally I must record the fine work by Phil Knight and his dedicated team of explorers in the discovery and exploration of Ogof Marros. SWCC has supported Phil and his team with help towards the cost of scaffolding.

Gary Vaughan, March 2016

Treasurer's Report

The financial year just passed has seen the successful introduction of paying subscriptions by BACS and also by PayPal (we can accept PayPal for hut fees and merchandise only, there is no facility for cash back or paying for food etc.)

We have an operating surplus of £11,112, however a reimbursement by PWUA for items of equipment bought on its behalf the year previously, which came to £1028, also a carrying over of monies of £2249 from last year must be deducted from the surplus.

The roof fund stands presently at £16,337.

Hut receipts totalled £18,544 which is slightly down on the previous year with an increase in spending to £6290 on the Working Week.

The total cost of running the HQ (gas, electricity, water, the Working Week and sundries) came to £14,395 giving a surplus of £4149.

I propose no increase in subscriptions or hut fees for 2016/17.

I would like to thank all those who helped me through the year especially Chris Grimmett and his team.

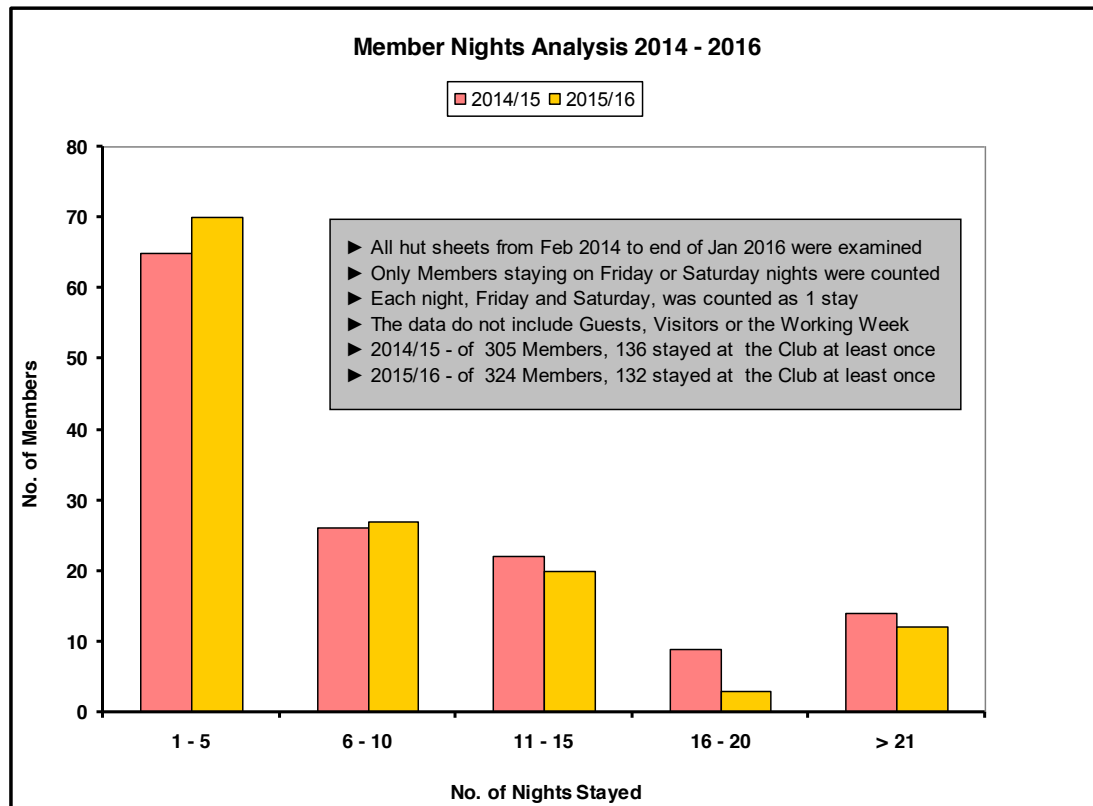
I will stand for the post of Treasurer for the coming year.

Harvey Lomas, March 2016.

Active Membership Data (see chart below)

Allan Richardson has repeated his Member nights analysis, started in 2014/15 and which is shown below in graphical form. The overall pattern of Club use by Members has changed little, showing just a small decrease in 2015/16 when compared to 2014/15.

In 2015/16, the ratio of Members to other HQ users did not vary outside its usual range with 38% of hut fees being contributed from SWCC and 62% from Reciprocal Members, Guests, Visitors, and Students.



Chris Grimmett

HQ USAGE DATA 2012 - 2016																
		2015/16			2014/15			2013/14			2012/13					
Members	Fees	£6,614	Nights	1325	Fees	£6,755	Nights	1356	Fees	£8,584	Nights	1721	Fees	£5,613	Nights	1778
Reciprocals		£2,105		424		£1,815		363		<i>Included in Members</i>				<i>Included in Members</i>		
Guests		£4,707		586		£5,520		825		£6,634		1097		£5,716		1139
Students		£4,396		692		£5,653		905		£5,088		942		£3,707		743
Children		£303		115		£545		209		£342		156		£320		162
Totals		£18,125		3142		£20,288		3658		£20,647		3916		£15,356		3822
Members	Fees	38%	Nights	46%	Fees	36%	Nights	43%	Fees	43%	Nights	48%	Fees	39%	Nights	51%
Visitors		62%		54%		64%		57%		57%		52%		61%		49%

Income and Expenditure Account for the year ending 31st January 2016

		<u>2016</u>	<u>2015</u>
		£	£
<u>Income</u>	<i>Note</i>		
Bequests	2	0	8,000
Donations	4	780	447
Estate	7	594	1,090
HQ Maintenance	10	120	0
HQ Operations	11	890	733
Hut Fees	12	18,544	20,288
Insurance	13	556	109
Interest	14	5	5
Library	16	43	110
Merchandise	17	2,652	2,248
Miscellaneous	18	243	420
Social Events	20	2,188	2,638
Subscriptions	21	13,496	11,247
Water	23	1,028	0
		<u>41,139</u>	<u>47,336</u>
 <u>Expenditure</u>	 <i>Note</i>		
BCA	24	2,620	741
Committee Expenses	26	428	473
Donations	27	0	290
Electricity	28	2,073	2,175
Equipment	29	330	988
Estate	30	593	0
Finance Charges	31	6	0
Gas	32	3,487	3,040
HQ Maintenance	33	6,290	3,031
HQ Operations	34	1,662	2,728
Insurance	36	3,077	3,077
Legal	38	4,069	6,020
Library	39	135	411
Merchandise	40	2,512	2,519
Miscellaneous	41	1,281	321
Publications	42	0	2,465
Social Events	43	1,317	2,197
Subscriptions	44	0	10
Water	46	145	1,443
		<u>30,026</u>	<u>31,929</u>
 <u>Surplus/(Deficit)</u>		<u>11,112</u>	<u>15,406</u>

Notes To The Accounts (Income and Expenditure)

Note

- 2 -
- 4 Most donations were allocated to the Roof Fund. On 31-Jan-16, the Roof Fund stands at £16432.39
- 7 The Stump and Cottage No.2 leases. There was no Tenancy income for 2015/16
- 10 Reimbursement for an overpaid amount
- 11 Keys, Lockers, Shower boxes and Telephone
- 12 See Table HQ Usage Data 2012-2016
- 13 Insurance premium repayments for The Stump from Swindon CC and Wealden CMS
- 14 Interest from deposit account
- 16 Sales of library Books
- 17 Batteries, Books, Buffs, Mugs, Posters, Surveys and Shirts/Badges
- 18 -
- 20 Income from social events. On 31-Jan-16, the Social Fund stands at £5203.78
- 21 Year on year comparison is skewed due to the changes made in collection of subscriptions in 2014/15
- 23 Repayment by the PWUA of the non-SWCC portion of pipe and fittings bought by the Club in 2014/15

Note

- 24 Year on year comparison is skewed due to the changes made in collection of subscriptions in 2014/15
- 26 AGM, postage and stationery
- 27 Rental of No.2 Cottage by SMWCRT and return donation moved to Estate cost centre for 2015/16
- 28 Electricity supply
- 29 Equipment and caving bursaries
- 30 No.2 Cottage rental for 2014/15 charged late and in the 2015/16 accounts
- 31 This cost centre introduced for 2015/16. Finance charges incurred for transactions by PayPal
- 32 LPG supply and tank rental
- 33 Equipment, repairs and Working Week materials/services
- 34 Cleaning materials and services, safety checks, Grass cutting, Keys, Refuse collection and Telephone
- 36 Insurance for 1-10 Powell Street, The Penwyllt Inn and Wern House
- 38 Legal work associated with land ownership by SWCC
- 39 Books and binding of journals
- 40 Batteries, Books, Buffs, Mugs, Posters, Surveys and Shirts/Badges
- 41 Includes Hidden Earth, flowers for funerals, software and Cottage No.0 store
- 42 -
- 43 Costs of social events
- 44 -
- 46 PWUA subscription, effluent charges and water supply expenditure

Balance Sheet at 31st January 2016

			<u>2016</u>	<u>2015</u>
			£	£
		<i>Note</i>		
Current Assets	Barclays Bank Current Account	47	73,506	58,143
	Barclays Bank Deposit Account	48	10,654	10,649
	Barclays Bank Subs. Account	49	47	0
	PayPal Account	50	0	0
	Accrued Income	52	285	0
	Total Current Assets		84,492	72,250
	BCA Premiums Due from Members	53	0	614
Current Liabilities	Accrued Expenses	55	516	0
	Total Current Liabilities	56	516	0
	BCA Premiums to be Paid	57	0	3,004
			0	0
Net Current Assets			83,976	72,864
Financed By	Balance b/f at 1st February 2015	58	72,864	57,458
	Surplus/(Deficit) for the Year	59	11,112	15,406
	Current Balance		83,976	72,864

Notes To The Accounts (Balance Sheet)*Note*

47	-
48	-
49	-
50	-
52	On 31-Jan-16, income from Hut Sheets 1036 as cash/cheques in hand
53	BCA adjustments in 2014/15 no longer applicable in 2015/16, following change of subscription year
55	Deposit for North Wales mines trip and pre-payments collected for 70th. Anniversary dinner in 2016
56	-
57	BCA adjustments in 2014/15 no longer applicable in 2015/16, following change of subscription year
58	-
59	-

Warden's Report

At the Working Week last year, we concentrated on doing lots of small jobs that have been on the list for a number of years.

Some more work was done on the roof, chimneys were capped and lead flashing replaced. Various porch windows were replaced with plastic. A fire door was fitted to the married bedroom and honeymoon was rearranged. Both kitchen outside drains were dug up and replaced. Outside jobs were picnic table repair and a number of fence posts replaced.

Various other small jobs were completed, plus as usual lots of painting jobs. I would like to thank all those who turned up and worked including the Soup Dragons, without the support of the willing helpers we could not do as much as we do.

This year the main job is to lay down vinyl flooring in the changing room passage and porch toilets, also various inside porch doors need to be replaced with plastic doors because of the water damage that has occurred. A door will be added to the ladies toilet and a storage area put in above the stairs, similar to the gents. We will continue doing other small jobs that have been on the to do list for a number of years.

The track entering our property has lots of potholes and work hopefully will be done on it. And of course lots of painting.

Brian Clipstone, 30th March 2016

Conservation Officer's Report

Natural Resources Wales (NRW) continues its settling-in period. There have been personnel changes and there may be more to come. It is important that we maintain close links and our special working relationship to ensure that cavers can continue to enjoy the unique features of OFD. To this end, I arranged an introductory visit to OFD for some of the key NRW personnel last September. With the help of other SWCC Members, an extremely interesting day was enjoyed by all and a greater appreciation of OFD was instilled in the NRW.

I have continued to carry out regular maintenance, replacing conservation tape and cleaning formations with the direct and indirect help of several Club Members.

An unfortunate incident was recently reported to me of damage to a formation in Swamp Creek, close to The Judge. When I inspected the

damage, it was obvious that part of the calcite “frill” had been broken off at head height above the streamway. What was less obvious was that two of the stalagmites were fractured; this was only observable after I had cleaned the worst of the mud from the formation. There were boot-prints on the formation, obviously caused by delicate flowers trying to keep their feet dry. This is an appalling example of irresponsible and careless caving, which has caused needless damage to a fine structure. The whole formation is now taped off and by the time you read this, I will have restored the broken pieces and finished the cleaning.

Finally, my personal thanks to all the Members who continue to help in the task of conservation, especially those who have helped at short notice and those who have helped without being asked.

Bernie Woodley, March 2016.

Records Officer’s Report

The year has continued in the usual vein, with materials being bought, donated or exchanged for inclusion in the Library. Binding of the existing runs of bound journals has also continued.

It has become more difficult to acquire foreign and UK books and publications, mainly due to a dearth of publications, mainly I suspect due to more on-line publishing. The current BT project to bring fibre to the top of the hill, should make the provision of a reasonable speed internet link feasible, with the ability to search for materials online at an acceptable speed.

The Club has a reasonable collection of caving and mining DVDs, whilst these can be borrowed and viewed at home, anyone wishing to view them at the Club has to use one of the computer screens. This is fine for one or two people at a time, but if a group wants to view them this is not very suitable. With the Committee's permission I asked on the e-news if anybody had a reasonable sized flat screen TV they could donate, nothing has so far been forthcoming. I hope to pursue this matter again next year.

Mary Hazleton’s Dragon has not been seen during the year, but I am assured that it is well.

The archiving project is ongoing, the Document and Photographic Archivists reports are below. I wish to thank Sue Goodhead and Jem Rowland for all the hard work they have put into this project, also to those who have donated/loaned materials or have helped in some way.

I am happy to stand for the position of Records Officer again.

R. Allan Richardson, April 2016

Document Archivists Report

Due to the large amount of work required, it would be very useful if anyone would like to help by scanning documents. Also if anyone meets visitors that may have documents or photos that they would be prepared to lend to the Club, Members should ask for contact details which are then passed on to Jem and myself. Whenever I meet a former inhabitant or relative of someone who used to live there I always ask if they have anything at home that they would be willing to share with us at the Club.

Sue Goodhead.

Photographic Archivists Report

The SWCC photo archive continues to grow and now contains over 2000 digitised images, which I have captioned and indexed, and there are many more waiting to be processed. So far, the archive concentrates mainly on pictures from pre-1980, and Members continue to donate significant pictures, some dating back to the early 1950s, for which we are extremely grateful. The archive has, once again, enabled me to respond to various requests for pictures and, as it continues to develop, it is becoming a valuable resource.

Jem Rowland

Fixed Aids Officer's Report

When I took up this position again last May, I sent an email round the membership in which I suggested that given the 2015 AGM's mandate for a Fixed Aids Working Party, the time was ripe for not just a comprehensive look at what fixed aids we have within Ogof Ffynnon Ddu but also at how we think about them as a broader subject, away from the specifics of individual examples.

My request for feedback received responses via email and in person from over thirty people, a welcome indication that people do consider this an important question. Perhaps more telling was that not one single person who expressed an opinion was saying 'there's nothing wrong, leave it alone', an unusual enough occurrence around Penwyllt. Everybody who commented had a particular observation about a given site or sites, a query about their understanding of the basis for placement of fixed aids, an enquiry about something they didn't think was appropriate or considered could do with some attention or simply a general affirmation that some wider concern was warranted..

A core of around a dozen people have spent the time since then participating in an ongoing dialogue, via email, in person and in the cave, about where we think we are and what we should be doing.

Between the last AGM and the end of March 2016 I have carried out 17 trips within Ogof Ffynnon Ddu for fixed aids purposes and have been assisted by 16 different individuals over the course of these, SWCC Members and visiting cavers alike. Several people have repeatedly accompanied me and I am grateful for the assistance of all who have participated. They know who they are – thanks again.

I can account for more than fifty hours spent underground on trips to Brigadier Glennie's ladder alone and, as advised elsewhere, the work of replacing the old ladder with something more durable is at last nearing completion. If anyone wants to see how this was achieved and offer their input into the final clean-up steps remaining, there'll never be any time better than now while most of the equipment is still in place..

Between the lot of us we have removed some old junk from the cave, re-examined sites where particular concerns had been expressed, dealt with collapsed boulders which blocked a popular route within the cave, compiled a fuller (though still far from complete) set of records estimating the ages of various aids, maintained and non-maintained alike, discussed the varying logic which applies to why similar sites have different fixed aids installed and so on.

Just because the Fixed Aids Working Party has been busy, that does not mean it is too late for you to get involved, either to find out if something you have mentioned before has been investigated or to bring up something new. The list of jobs is long enough that there remains plenty still to do, even if only to go underground and find out what the story is

behind a given feature or to demonstrate what difficulties it presents to cavers of different shapes and sizes.

Not least because it would make a pleasant change to get some more work done at sites other than Brigadier Glennie's ladder and despite everything else that goes with it, I would be prepared to remain on the Committee in this capacity for the coming year to continue what I have started.

Martin Hoff, March 2016

Equipment Officer's Report

The only significant item to report on is with regard to the stock of SRT rope. 50% of this is now five years old, the remainder four years old. To this end I have undertaken an inspection of all of these ropes. Two have been retired and another two are missing! Replacement rope has been ordered and should arrive shortly.

My only other comment has to be regarding the way that some items are returned to the tackle store. Ropes, ladders and tackle sacks are occasionally (but this is too often) returned dirty or worse. It would also be appreciated if ropes are returned tidily coiled or plaited and ladders are also tidily coiled.

Iain Miller, March 2016

Cave Rescue Liaison Officer's Report

Another quiet year, call out wise, for the Team. Does this mean cavers are being more careful for another year? The Club continues to support the Team in all manner of ways including a good turnout of Members both on practises and incidences. Yet again there continues to be a presence of Members on the executive Committee cementing that 'special relationship'.

An enquiry regarding associate membership to the Team of the SWCC is currently being carried out together with the clarification of email content and to the possibility, where appropriate, of extending any special offers of kit can be extended to SWCC Members.

A significant step taken by SWCC in support of the rescue team this year was the resolution by the Committee to welcome all cavers attending cave rescue practices at Penwyllt, to feel free to use the day facilities of the HQ completely free of charge.

I am happy to stand again as your Cave Rescue Liaison Officer.

Vince Allkins, 3rd April 2016

Communications Officer's Report

Its been a year of transition with my slowly picking up the reins from PCW and learning my way round the system. As such there has been no progress on the main communications project - the revamping and modernisation of the Club website. However, I have been thinking through our requirements and have identified a potential tool for the project so hopefully this can begin fairly soon. Despite this there have been a number of more tactical successes:

- The Club Blog was launched in July, thanks to PCW, it is our new way of capturing Club trips and other activities with write-up and pictures. This has proved to be very popular as there were 28 posts in 2015, with a further 9 till the end of March 2016. If you have not got round to having a look at this yet I thoroughly recommend you give it a go as there are some really good articles on there. Since this is on the publicly accessible side of our site this also presents the wider world with a positive impression of a vibrant and active club.
- The Club now has an official Facebook page which complements the previous Facebook (closed) group. The Page is publicly accessible and provides us with an additional route to publish information/make announcements to the wider caving public. In one sense it provides us with little more than a parallel route to the public side of the Club website, but because individuals can opt to follow (like) the page then any announcements appear live in their Facebook stream which many find easier than accessing the Club website, technically it allows us 'push' information as opposed to waiting for others to 'pull'.
- 19 Club e-news bulletins have been produced from 1st May 2015 till 1st March 2016, making production roughly fortnightly. The

Club e-news had a format change early in 2016, giving it a more modern look and making it quicker and easier to produce though any time savings have been wiped out by the need to produce a parallel Word version to accommodate Members using older IT.

- In addition to the Club e-news the Secretary has taken to producing a roughly monthly ‘Secretarial Ramblings’ providing an insider perspective on the issues that are exercising the Committee.
- The Club Newsletter (131) was produced in December after a gap of some 18 months and work is well under way for the 70th Anniversary edition. For both Newsletter 131 and the work to date on Newsletter 132 - well done Chloe.
- Numerous broken links on the website have been fixed, but they seem to be like weeds, there are always new ones to find. As ever your help in identifying new ones is appreciated.

Tim Lewingdon, March 2016

Assistant Secretary's Report

Membership has been continuing to trickle in over the year, with 306 on the books at the moment. Quite a few of the Provisional Members have continued to full membership and are now getting involved in Club life including evening trips during the week. (organised by Claire V.).

This year we have had 3 lapsed Members rejoin. They are from Wales, Spain and Ireland. Lovely to welcome them back, but a few Members have decided not to rejoin as they don't come to the Club anymore etc.

Our *Try Caving* and Provisionals weekends have worked well and are usually well attended. The 'newbies' are grouped together according to their experience. They are then taken on various trips by some of our full Club Members. We usually do tea/coffee and cake for when they return from their trips and a meal of some kind in the evening. This is done for a small fee. It helps them to get to know each other as well as some of the SWCC Members. These weekends are enjoyable and most definitely worthwhile doing.

I would like to take this opportunity to thank Claire V. for all her hard work arranging *Try Caving* and Provisional Members' weekends. plus

helping out in trying to find trips for some of the new Provisionals midweek or at weekends.

Lastly, my thanks go to Iain M. for all his help and support during the time that I have had the role of Assistant Secretary, especially when it was time to sort out the BCA renewal stuff!!

I have enjoyed my role but have decided that I will not be standing for Assistant Secretary this year.

Les (Lel) Davies, March 2016

DRAFT - Auditor's Report

NOTE: THIS IS NOT THE FINAL FORMAL REPORT OF THE AUDITOR WHICH WILL BE DELIVERED AT THE AGM.

I have checked the accounts as provided to me in February 2016. Many thanks for the hard work put into this, especially Chris Grimmett and Clark Friend for going through all entries meticulously to ensure that everything was accounted for and balanced.

With the Club being firmly in black figures, I would like to highlight the safekeeping of our assets as something to look into. The main issue here is that we currently have no record of who is eligible to access which account. This information needs to be available at any time and it wants collating as soon as possible. We also have to have safe monetary transaction procedures. The aspects that concern me are:-

There may be more people able to access large sums of money than the Club might need or like (we really need to know who has access to what). At the moment, this applies particularly to the SWCC current account.

The amount of money that was being held in the current account on 31st January 2016 was £73,506. I regard this as an excessive amount of cash which is not required as a float for our day to day operations. Can we find a way to reduce this and also start earning some interest on it elsewhere?

We may wish to limit the amount able to be transferred by any individual whilst ensuring that the day to day running of the Club becomes not too onerous. There may be too few people able to access some of our

accounts, particularly the Subscription and savings accounts. Who has access to the PayPal account? In particular, the Treasurer needs to be able to initiate all transactions required. Systems of countersignatures fail elsewhere, when items get pre-signed or automatically approved without further checks. Who needs access and for what amount?

I would like to suggest we create a robust process by which our bank accounts and access to them is reviewed and sanctioned by the membership on an annual basis, whilst the day to day finances are in the hands of the Treasurer with the Club Committee overseeing and amending any financial processes as required.

I also would like to make it known that I am not available for any Club offices in the coming year.

Christiane Michel, March 2016

Appendix 1 - SWCC Policy Document

SOUTH WALES CAVING CLUB POLICY DOCUMENT

1. Purpose

This Policy Document has been prepared for the benefit of the Committee, Club Members and outside bodies to:

- Formally record the Club's policies, thoughts and position on a variety of issues.
- Give direction, focus and some continuity to the Club's plans and ambitions.
- Give some clarification and consistency to the Club's views.

The Committee is required to maintain this Policy Document. Amendments to the Policy Document are subject to ratification by a General Meeting of the Club.

The Club asks Members to respect the contents of this policy document in all matters of Club business.

2. Management of the Club

It is the policy of SWCC to:

- Ensure that, whilst the Club is managed in accordance with the Club Constitution and Rules, and run by a committee elected annually at the AGM, that as many Members as possible, including the Trustees, President and Vice-Presidents, have the opportunity to contribute to, and are involved in, the decision making process wherever possible.
- Regularly review, and if necessary amend, the Club Rules, practices, methods of working etc. to be in line with current regulations and good practice whilst at the same time seeking to preserve the essential character of the Club.

3. Financial Policies

It is the policy of SWCC to:

- Manage its finances in a planned, prudent and professional manner in accordance with the provisions set out in the Club Constitution

and sufficient to ensure the continuing financial viability of the Club and its assets.

- Set procedures for financial management. These are to audit its accounts on an annual basis, to keep financial records in an electronic format, and require the elected Treasurer to manage the finances in accordance with the Constitution, Rules and this document.

4. External Relations

It is the policy of SWCC to:

- Be a respected voice in matters speleological.
- Be considered by cavers as a welcoming base for caving in South Wales.
- Provide basic good value accommodation for Members, guests of Members and visitors including, but not limited to, members of other caving clubs and societies and, where space permits, visitors from 'not for profit' organisations, particularly including those involved in outdoor pursuits.
- Support the wider community where practical and particularly those 'not for profit' organisations engaged in encouraging young persons to become involved in outdoor pursuits e.g. the DoE Award Scheme and the Scout Association.
- Maintain friendly relations with its neighbours.
- Ensure that persons representing the Club do so with proper mandate.
- Be a responsible landlord and landowner.

5. Internal Relations

It is the policy of SWCC to:

- Respect the opinions of all Members.
- Accept no liability for losses incurred by Members.

6. Membership

It is the policy of SWCC to:

- Encourage application for Provisional Membership from anyone, subject to any constraints on the total number of Members as may be necessary from time to time.

- Ensure that the Full Membership application procedure is understood by all and efficiently carried out.

7. Conservation and Access

It is the policy of SWCC to:

- Support the British Caving Association (BCA) Cave Conservation Policy.
- Seek to maintain and improve reasonable access to all caves, for all bone-fide club cavers and 'not for profit' organisations commensurate with the need to preserve subterranean flora, fauna and other special features.
- Help protect and maintain the cave environment for the benefit of future generations.
- Restrict commercially orientated or 'for profit' caving activity to such areas as are appropriate for commercial caving.
- Promote and support the ethos of 'club caving', i.e. caving activity that is 'not for profit' and is caving club orientated.

8. Library

It is the policy of SWCC to:

- Maintain, and develop, in a cost effective manner, its library of speleologically related material and to provide reasonable access for Members to that library, commensurate with the need to safeguard the material and ensure that it is kept in good order.

9. Publications

It is the policy of SWCC to:

- Publicise and record its activities and achievements in appropriate media.
- Exchange copies of its publications with other caving clubs.
- Offer for sale copies of posters, surveys etc. as available from time to time.

10. Club Property

It is the policy of SWCC to:

- Maintain and/or improve all property that it owns in accordance with current legislation and local planning requirements, and in a manner which befits the use and setting of that property but which retains the essential character and ethos of the Club.
- Plan and approve all works to Club property through open and transparent processes which include proper consultation with all relevant authorities.

11. Cave Exploration

It is the policy of SWCC to:

- Support cave discovery, exploration and surveying activities.
- Respect active digs currently being undertaken by other cavers.

12. Cave Rescue

It is the policy of SWCC to:

- Support the provision of an efficient cave rescue organisation.

13. Fixed Aids

It is the policy of SWCC to:

- Maintain a number of approved Fixed Aids within certain caves as defined, and in accordance with the limitations specified, on a prominently displayed notice in the Club HQ at 1-10 Powell Street.

It is the policy of SWCC to approve Fixed Aids where such aids:

- Produce a significant increase in caver safety and/or
- Produce a significant reduction in wear and tear by virtue of removing the need repeatedly to install and remove temporary aids and/or
- Produce a significant improvement in terms of cave conservation.

It is the policy of SWCC to:

- Discourage un-approved fixed aids which conflict with the interests of cave conservation.

- Ensure that the procedures and processes for approving new Fixed Aids are based upon proper consultation with relevant authorities and are transacted in an open and transparent manner.
- Ensure that all approved Fixed Aids are installed in a safe manner and that a proper regime is operated for their regular inspection and maintenance.

14. Training

It is the policy of SWCC to:

- Encourage and, where possible, assist Members to develop their interest and expertise in caving and related matters.
- Encourage Members to cave safely.

15. Equal Opportunities

It is the policy of SWCC to:

- Value individual and cultural diversity.
- Be committed to the goal of treating all people as equal, irrespective of colour, ethnic origin, sex, marital status, sexual orientation, age, beliefs or disability.
- Be pro-active in discouraging behaviour that may be considered discriminatory.
- Ensure that its policy with respect to equal opportunities and discrimination extends to all aspects of the Club's activities including those of landowner and cave access management.

16. Care Of Young Persons

It is the policy of SWCC to:

- Recognise its duty of care to children and young persons (under 18), as laid out in the relevant legislation.
- Recognise that the relevant legislation includes sexual, emotional and physical abuse as well as neglect.
- Take all allegations of child abuse seriously and to respond to such allegations promptly.

17. Participation Statement

It is the policy of SWCC to:

- Ensure Members recognise that caving, mine exploration and diving are activities with a risk of personal injury or death. Participants in such activities should be aware of and accept these risks and be responsible for their own actions and involvement. Through its association with the BCA, SWCC recognises that correct training is one way of minimising such risks and provides opportunities for training (see 14 above). The above statement informs Members of those risks.

Appendix 2 - Governance Sub-Committee Report

REPORT OF THE GOVERNANCE SUB-COMMITTEE

Managing the Club

At the 2015 AGM the following motion was passed. *“The Governance Sub-Committee is requested to continue its work reviewing the governance of the Club with the aim of bringing some recommendations to the next AGM”*

The sub-committee was reconvened for the further work with Fred Levett, Jem Rowland and Gary Vaughan as members. The following points quickly emerged:-

- This was an urgent matter and progress could not wait for the 2016 AGM.
- The Constitution and Policy Document have very little to say about the actual working of the Committee and much was possible within the spirit of both governing documents.
- The Club works best when we successfully deploy the formidable array of Members' skills.
- Many people are willing to help but most don't value spending hours in meetings.
- It would be best to trial new ways of working before worrying about the formality and complexity of constitutional change (if needed at all).

Guided by Gary, as Hon Secretary, it was agreed to trial the following:-

- Make maximum use of the opportunity to share material by electronic means, noting that this would mean a basic requirement for Committee members to be able to handle this.
- Put special interest, or matters requiring special skills/knowledge out to small groups to debate/progress/recommend as required by the Committee. Such groups would only be able to act within the remit set by Committee.
- Remove as much routine reporting as possible from the Committee meetings leaving more time for decision making and hopefully

shorter meetings. Routine matters would be shared by written reports.

- Be clearer about the roles and duties of each Committee member. This would aid both existing and prospective Members. Handovers following changes at the AGM need to be tighter.
- When vacancies occur either by resignation or non-appointment at the AGM see how much the loss of the job actually matters. This would give some guidance on how big a Committee is needed.

Taking all the above together Committee work should become less onerous, involve more people and may lead to recommendations for different officer posts to meet the changing pattern of activities currently needed.

This is all very much ‘work in progress’ and only some matters progressed. Feedback from both Committee and ordinary Members at the AGM would be very valuable at this stage in taking this project onwards.

Messrs. Levett, Rowland and Vaughan, March 2016

SOUTH WALES CAVING CLUB

CLWB OGOFEYDD DEHEUDIR CYMRU

Minutes of the Annual General Meeting held at the Miners' Welfare Hall, Abercraf at 9.00 a.m. on Saturday the 30th April 2016.

1. Apologies for absence

16/A1. John and Tess Lister, Denise and Tony Knibbs, James Meredith, Les Davies, Judy Day, Peter Collins-Wells, Marijke Teeuwissen, Annie Hallihan, Jen and Ash Burrows, John and Chris Hutchinson, Claire Vivian, John Roe, Kevin Diffey, Rhys and Mandie Williams. Tim and Andrea Lewingdon.

There were 51 voting Members signed in – see archived sheets.

The Chairman concluded the apologies for absence by asking for those attending to stand and observe a minute's silence to reflect on those members who have passed away during this last year.

The meeting observed one minute of silence.

2. The Chairman's welcome and comments on 2015/2016

16/A2. The Chairman thanked everyone and welcomed those present and went on to say..... This year has seen the streamlining of the governance of the club. The committee has worked with a policy of discussing issues via email with the meetings often being simply a formal session in which these decisions are ratified. Likewise subcommittees have been created where interested members can take time to go away and properly consider issues, thereby making proposals for ratification by the clubs elected committee or the AGM. This has led to committee meetings being reduced to less than two hours and therefore hopefully a more attractive commitment for anyone considering a formal role within the club. Hidden Earth was well attended by club members and our stand did very well. The Huff was a great success as was the new OFD survey and I'm sure it went a long way in promoting the image of our club. Exploration continues with various local digs and diving continuing but the fabulous news was the discovery of Ogof Marros. I'm sure everyone here will wish the explorers the best of luck and hope the club can offer support where and when needed.

After a long drawn out process the OFD survey was finally published and has been a great success. I would like to formally thank everyone on behalf of the club who took part in the process of getting this map surveyed, drawn, proofed and published. Hopefully we can make it obsolete before it sells out. So please get in there and start pushing our cave.

Membership is something that has concerned me a great deal over the past year. I think it is time we seriously looked at ways to attract new members, particularly more local and younger members. I feel we need to show the general public the positive aspects of caving. We need to people to understand that it is a team sport and that by offering one of the few true opportunities for exploration it is a unique and very special pastime. And finally, I hope you all have a wonderful anniversary celebration this weekend and I hope to see you all again at the 75th or 80th celebrations.

3. Minutes of the 3rd May 2015 AGM

16/A3a. The Chairman invited the proposal that the minutes of the 2015 AGM might be taken as read.

Proposed by Peter Hobson

Seconded by Allan Richardson.

Majority in favour 0 Against 0 Abstention Carried

16/A3b. The Chairman then invited the proposal that the minutes, subject to any corrections, be signed as an accurate record.

Proposed by Peter Hobson

Seconded by David Dobson

Majority in favour 0 Against 0 Abstentions Carried

There were no corrections offered for the 2015 AGM minutes.

4. Matters arising from the 2015 AGM Minutes

There were no matters arising from the 2015 AGM minutes

5. Officers' Reports to the 2014 AGM

16/A5. The Chairman invited the proposal that the reports be taken as read.

Proposed by Piers Hallihan

Seconded by Leigh Davies.

Majority in favour 0 Against 0 Abstentions Carried

Questions to Officers

The Chairman then invited questions to each officer's report.

16/A5a. Secretary

Sam Moore asked for clarification about the Cnewr Estate Hydro Electric scheme planning application. GV explained that an application had been made for a scheme which included an abstraction point about 70m upstream of the current PWUA abstraction point. He had spoken to Cnewr who were not holding out much hope that the scheme was financially viable and the scheme is unlikely to proceed. It had been left that if the scheme was to proceed that Cnewr would consult with SWCC over future abstraction arrangements.

The Secretary was asked what the current situation was with respect to the closure of the quarry. GV advised that the club was still very much waiting to hear with respect to timescales and plans.

Brian Jopling asked if Lafarge were aware of the current access arrangements and could those be clarified. GV explained that Lafarge were fully aware of the current access arrangements which were to unlock the gates on a Friday tea time and to lock the gates on Sunday (or Monday in the case of a Bank Holiday) tea time.

16/A5b. Treasurer – no questions.

16/A5c. Editor – no questions.

16/A5d. Records Officer – no questions.

16/A5e. Equipment Officer – no questions.

16/A5f. Cave Rescue Liaison – no questions.

16/A5g. Warden – no questions.

16/A5g. Conservation - No questions.

16/A5i. Training - No questions.

16/A5j. Fixed Aids – no questions.

16/A5k. Communications Officer – No Questions

16/A5l. Assistant Secretary - No questions

16/A5m. Estate Manager

16/A5n. The Chairman then invited the proposal to accept the Officers' Reports *en bloc*.

Proposed Pete Hobson

Seconded Piers Hallihan

Majority in favour 0 Against 2 Abstentions Carried

6. Auditor's Report to the 2015 AGM

16/A6. The chairman asked for a proposer for the suggested motion in the Agenda

Motion

That the auditor's report be accepted and the Club's thanks be recorded for her work during 2014/15.

Proposed Pete Hobson

Seconded Sam Moore

Majority in favour 0 Against 2 Abstentions Carried

There were no matters arising from the 2014/15 Auditor's Report.

7. Subscriptions and Hut Fees

16/A7 The Treasurer said that he recommended no increase in subscriptions or hut fees. The club had a large positive bank balance and he felt there was a need to attract new young members.

Motion

That there is no increase in the subscriptions or hut fees this year.

Proposed Fred Levett

Seconded Paul Meredith

Majority in favour 0 Against 2 Abstentions Carried

Piers Hallihan pointed out that the motion was not to increase. He felt it would be good to reduce visitor rates.

Motion

That the club reduces hut fees for guests.

Proposed Piers Hallihan

Seconded Bob Radcliffe

9 in favour

34 Against

6 Abstentions

Defeated

8. Nomination of Peter Cardy as Lifetime Honorary Member

16/A8 Brian Jopling explained that Peter was very instrumental in getting new members caving back in the day. He had contributed to the club in many ways such as the cave gates and the refurbishment of the HQ kitchen. He had served on the club committee in a variety of posts including Chairman. He had been instrumental in starting Working Week.

The secretary read out the written proposal to the meeting.

Proposed: B. Jopling, Paul Quill, Fred Levett, Tony Baker, Allan Richardson Jem Rowland.

The vote was taken by secret ballot and verified by the Secretary and Chairman who confirmed that in excess of the required two thirds present and voting had voted in favour of the motion. The proposal was therefore carried and Peter Cardy was now a full Honorary Member of South Wales Caving Club.

Peter was invited back into the room to general applause. B. Jopling stated that there was a party planned for the end of August to celebrate Pete being a member of the club for fifty years.

9. Election of Officers

16/A14 (i) President

GV pointed out that concerns had been put to him that nomination and seconding was not an election. When there was only one candidate it had been custom and practice to accept the candidate without a formal vote. GV asked what the floor wished to do. Sam Moore suggested that some posts were mandatory. GV requested a formal proposal. Fred Levett stated that there was a certain expediency to the past practice but that there was a risk. He stated that there should exist some sort of mechanism for any member to require that there be a vote. Keith Goodhead stated that at the same time we should address the situation of a solitary candidate being unsuccessful. Fred Levett suggested this be put to the Governance sub-committee.

Motion

That for this year, in the event of only one candidate for an ordinary officer post the candidate is deemed to be elected by default.

Proposed Tony Baker.

Seconded Clark Friend

32 in favour

1 Against

6 Abstentions

Carried

Tony Baker stated that when he first joined the club each post was contended quite vigorously. He stated that the club needs to look into the problem. Harvey Lomas stated that the club was not alone in suffering from this problem.

There was 1 nominations for President:-

Jem Rowland

Proposed: Fred Levett, Tony Baker, Chris Grimmett, Clark Friend, David Mullin and Chloe Francis.

The vote was taken by secret ballot and verified by the Secretary and Chairman who confirmed that in excess of the required two thirds present and voting had voted in favour of the motion. The proposal was therefore carried and Jem Rowland was elected President of South Wales Caving Club.

Jem spoke briefly and said what an honour it was to be holding the post again this year.

He stated that the club has worked well over the past year. The structure of sub committees had been working well. He stressed that the club still needed to attract new members.

16/A14 (ii) Vice Presidents

The three Trustees were proposed en bloc.

Alison Maddocks

Clark Friend

John Lister

Proposed Andy Dobson

Seconded Brian Jopling

Elected unanimously

Mick Day

Proposed D. Dobson

Seconded Allan Richardson

Elected unanimously

Fred Levett

Proposed J. Rowland

Seconded Kieth Goodhead

Elected unanimously

16/A14 (iii) Officers of the Club

Chairman

Proposed B. Jopling

Piers Hallihan

Seconded L. Davies

Elected

Pete Hobson

Proposed Simon Amatt

Seconded A. Richardson

Fred Levett proposed a vote of thanks to Pete Hobson for all of his good work over the past two years as Chairman.

Secretary

Proposed P. Hobson

Gary Vaughan

Seconded T. Baker

Elected

Treasurer

Proposed P. Francis

Harvey Lomas

Seconded V. Alkins

Elected

Editor

No nominations

Post not filled.

Pete Francis proposed a vote of thanks to Chloe for her hard work over the past year. Chloe Francis stated that she was happy to continue to help out as best should could before leaving for New Zealand.

Records Officer

Proposed H. Lomas

Allan Richardson

Seconded P. Hobson

Elected

Equipment Officer

Proposed B. Jopling

Iain Miller

Seconded V. Alkins

Elected

Cave Rescue Liaison Officer

Proposed P. Hallihan

Vince Allkins

Seconded B. Jopling

Elected

Warden

Proposed Graham Christian

Brian Clipstone

Seconded A. Dobson

Elected

Conservation Officer

Proposed Allan Richardson

Dave Dobson

Seconded B. Woodley

Elected

Proposed B. Jopling

Pete Hobson

Seconded A. Dobson

Training Officer

Proposed P. Hallihan

Pete Hobson

Seconded G. Vaughan

Elected

Estate Manager

Proposed B. Jopling

Chris Grimmett

Seconded V. Alkins

Elected

16/A14 (iv) Ordinary Members

The Chairman invited nominations for four ordinary members:-

Tim Lewingdon

Proposed P. Hallihan

Seconded P. Meredith

Elected

Martin Hoff

Proposed C. Michel

Seconded T. Baker

Elected

Leigh Davies

Proposed L. Williams

Seconded P. Hallihan

Elected

Bernie Woodly

Proposed P. Hallihan

Seconded V. Alkins

Elected

15. Appointment of Auditor

16/A15 Patrick Hall was proposed as Auditor.

Proposed B. Jopling

Seconded K. Goodhead.

All in favour with treasurer abstaining from vote.

16. Policy Document

16/A16 F. Levett explained the rationale behind the re-working of the document. The document is drafted as an outward looking document. K. Goodhead had noticed significant changes and in particular the term 'Not for Profit' caving. He stated that a lot of people come into caving through guided groups. He was worried about the antithesis of the term. B. Stevens stated that profit making organisations were not excluded but simply not treated preferentially. B. Radcliffe stated that he thought the document was well thought out and spot on. K. Goodhead stated that he was most concerned about clause 7. Paul Meredith pointed out the value of the Policy Document in teasing out debate such as the one in progress. A. Richardson stated that he thought the club was losing business by excluding such profit making groups. B. Jopling stated that he did not wish to see profit making organisations using the cave. J. Rowland stated that the club needed to have a clear policy on commercial caving.

P. Francis was concerned about losing army camping at the club. P. Hobson reminisced about New Zealand and the detriment caused by the gradual power exchange from club cavers to commercial cavers. Fred Levett stated that the document had been carefully written so as not to exclude anyone.

Motion

That we accept the document as it stands and ask the committee to look at the term 'not for profit'.

Proposed Paul Meredith.

Seconded Allan Richardson

36 in favour

0 Against

1 Abstention

Carried

B. Jopling proposed a vote of thanks to Fred Levett for his hard work.

17. Any Other Business

16/A17 Vote of thanks to Lel Davies

Lisa Williams proposed a vote of thanks to Lel for all of her hard work over the years.

15/A18 Folk Party

Harvey Lomas stated that there would be a Folk Party the July committee weekend and he hoped that members would support the event.

15/A19 Duty Officers

Harvey Lomas stated that the Duty Officer Raffle would be drawn at the 70th Anniversary Dinner. B. Jopling stated that the club was deserted on some weekends and this was not conducive to encouraging new members to be DO. We needed more consistent use of the cottage. G. Christian was aware of the clash between trips out of the region. These needed to be scheduled well. Lisa pointed out that P.Hobson was now in an excellent position with respect to organising club events.

Motion

That the committee enforce Rule 1.

Proposed Keith Goodhead

Seconded Paul Quill

6 in favour 15 Against 18 Abstention Defeated.

Clark Friend then stated that it would be appropriate to make the complimentary motion that the club drop rule 1. There was no seconder for this motion.

Piers Hallihan stated that the club does need to consider how new members are inducted into the club. There are a lot of new members but not very many engage actively with the club for example on committee weekends.

Motion

That the committee be instructed to bring a proposal to the next AGM with respect to the enforcement or application of Rule 1.

Proposed Sam Moore

Seconded Paul Quill

36 in favour 1 Against 4 Abstention Carried.

B. Jopling stated that if a sub-committee was appointed to look at the issue that the committee strives to populate the sub-committee with younger members.

15/A20 Lawn Mower

Pat Hall stated that the club had paid to mow the lawn in the past.

Motion

That the club buys a suitable lawnmower.

Proposed Sam Moore

Seconded Paul Quill

28 in favour 0 Against 10 Abstention Carried.

15/A21 The Club Estate

B. Jopling asked as to the status of the grazing licence. GV explained that the committee's current thinking was to aim to have the land maintained at zero cost to the club. In return for grazing it was hoped to obtain enhancement to the land in terms of walls and fences. Alison Maddocks stated that funds were potentially available if the land is registered for use as certain type of use. A holding number is needed. H. Jopling stated that fire risk needed to be taken into consideration.

B. Jopling asked to what purpose some of the club land was owned. P. Francis stated that any land over the cave needed to be kept to control risk to the cave. Clark Friend stated that a potential 'new' landowner breaking into the cave could potentially own a considerable portion of the cave.

Motion

That the committee be instructed to look into all options for the land that the club owns and report to the 2017 AGM.

Proposed B. Jopling

Seconded Piers Hallihan

27 in favour 7 Against 11 Abstention Carried.

15/A22 Mary Hazelton's dragon

David Dobson inquired about the whereabouts and wellbeing of Mary Hazelton's dragon. Allan Richardson pointed out that the officers report had recorded that it was safe and well.

15/A23 The Septic Tank

Graham Christian asked after the health of the septic tank and how often the septic tank was being emptied. The Warden advised that it had been emptied at least three times this year. G. Christian wished to draw to the attention of the club that items such as wet wipes had been found in the septic tank. If the tank was not maintained we could get an overflow into the soakaway which would require a considerable amount of work. This message needs to be circulated to people using the HQ. Only toilet paper and things that you have eaten are to go into the toilet.

15/A24 WiFi at the club

Paul Meredith asked if the situation with respect to WiFi could be regularised.

Harvey Lomas stated that the club chip and pin operated through WiFi. He did not know about any private WiFi available at the club. H. Meredith suggested that if the club was seeking to attract younger members WiFi could be an asset. A. Maddocks stated that it is only two days to be away for and that it shouldn't be needed.

Motion

That the club makes adequate WiFi freely available to its members and guests.

Proposed G. Vaughan

Seconded V. Alkins

32 in favour 1 Against 5 Abstention Carried.

G.Vaughan stated that in stating in the motion that the wifi was to to be freely available he meant at zero cost to the users.

G. Vaughan was concerned about the ethos of the club. There was a rule about the use of electronic equipment to the annoyance of members. David Dobson stated that it should be possible to design dead zones within the coverage. C. Michel stated that the long term health risks of WiFi were not yet known and the club should be cautious.

Motion

That the committee seeks to ensure that with respect to the introduction of WiFi that the ethos of the club is maintained as best as it can be,

Proposed G. Vaughan

Seconded K. Goodhead

Unanimous in favour 0 Against 0 Abstention Carried.

15/A25 PWUA

B. Jopling asked as to the situation with respect to PWUA. GV stated that the PWUA had been taken back under control again. A borehole was being looked into and a report should come to fruition in the coming year.

15/A22 Date and time of AGM 2017

Proposal "The 2017 AGM will be held at 9.a.m. on Saturday 29th April at a venue to be decided (probably the Miners' Welfare Hall, Abercraf).

Proposed G. Vaughan

Seconded P. Hobson

Majority in favour

3 Against

1 Abstention

Carried.

15/A23 There being no other business the Chairman thanked everyone for attending and closed the meeting at 11.52am

G. Vaughan

16 May 2016