

**Friends of St Catherine's Committee Meeting
Minutes of Meeting 08 April 2025 7.30 pm**



Present	Bill Grist (Chair), Ken Grapes (PCC/Fabric Officer) David Frost, Peter Wall, Julia Payn, Mike Lowenstein (Treasurer) and Julie Hawes (Secretary)
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1. Apologies	Karen Sahlsberg, Anthony Seymour
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2. Minutes of 11/03/20 25 and Matters Arising		<u>Actions</u>
3. Events	<p>Minutes were accepted and approved.</p> <p>The illuminated boat parade Sept 13th 2025. BG has contacted Head of BA Rangers Ops. Agreed in principle with proviso that the river shall not closed for more than 30mins at a time. Sub committee for event have submitted a traffic plan. (See additional documents) BG to chase them for a response.</p> <p>Lighting is required near to the car park area at Pinewood field crossing to Horse fen road as well as consideration for same at staithe and possibly along river bank.</p> <p>Event will be scheduled to start at half light to allow for safer access to the riverside area. Starting from the end of the riverside buildings coming from Potter Heigham. It will circumnavigate Womack twice. Limit of 20 boats. Placement of Wherry Albion to be discussed with Stephen Pitkethly and David Frost who are tasked with safety boat duties and general boat awareness at the staithe.</p> <p>Parking will be free to encourage safety on Ludham roads.</p> <p>Need to consider the budget to run this event with costs for Ins, lighting, barriers, RAF volunteers etc.</p> <p>The sub committee will look at the key tasks needed.</p>	BG /AS
4. CIO	<p>Contract now written for final presentation to members of FOSC with a view to voting at the AGM (06/05/2025)</p> <p>An email is urgently required to be sent giving two weeks notice to all members of FOSC for AGM and Voting to accept the new CIO arrangements. Outlining reasons why IO is a better way of operating.</p> <p>(needs the membership list confirmed)</p>	BG

5. Newsletter	Newsletter has been distributed to approx 800 households	BG
6. Website	JP advised they are now able to incorporate this into the Village website set up by Terry Miller,, work ongoing. JP requested Photos of events for a library she can draw from. BG said a disclaimer could be put in place when the public submit their own works to allow us to use images.	JP
Treasurers report	<p>Outgoing treasurer CM has reported:</p> <ol style="list-style-type: none"> 1. Approx £20k sent to Ken Grapes towards restoration funds. 2. Gift Aid Claim made for £600 Aprox. 3. Accounts will have been submitted to John Fletcher this week. 4. Application forms in hand for new signatories to Bank account. 5. CM to write up notes and pass all to ML by the weekend of 12/04/25 6. Order of events to be agreed to ensure continuous access to Bank account. 7. Membership probably complete for 2025. Numbers are down on last year. Excel sheet and forms will be handed to ML. 	BG/CM/ML
Membershi p report	<p>See above. Discussion regarding acquiring new members followed.</p> <p>Suggestions for some ‘perks’ and encouragement for discussions to boost included:</p> <p>Offer tours all interested parties of the current works taking place at St Catherines. Dates potentially 13/20 May 2025. KG to discuss with works parties. Press releases on uniqueness of St. C.</p> <p>A free draw for a position on Wherry Albion on the Boat parade event. DF to check this is agreeable to the Wherry Trust and the numbers allowed</p> <p>Special areas/access to events. Reduced/ Free events</p>	KG/DF
PCC Report	KG reported that The national Churches Trust had allocated £10k. Falling short of the £40k hoped for. The project is at approx 70% funds raised. He has some contingency fund ideas. Ongoing.	KG
AOB	<p>JP voted in as Membership Secretary so that membership forms and Mailings could be undertaken more easily from Website.</p> <p>Meeting closed 8.59pm</p>	JP
Next Meeting	<p>AGM Scheduled for 06/05/2025 at St Catherines Church.</p> <p>Advance apologies that JH and DF will not be able to attend.</p>	