



Minutes of the Meeting held on 20<sup>th</sup> January 2016  
At Penketh Tavern, Penketh.

Present: T Wood, D Taylor, D Woods, A Seddon, J Bouch

<b>Apologies</b>	Action
B McLaughlin, S McLaughlin, P Grierson	
<b>Minutes of Last Meeting</b>	
The Minutes of the meeting held on 21 <sup>st</sup> October 2015 were agreed.	
<b>Matters Arising</b>	
Awaiting electronic copy of the Chair's Annual report and progress of proposed leaflet.	<b>TW</b>
<b>Chair's Report</b>	
Nothing to report.	
<b>Update on Finances</b>	
Bank statement was sighted by all committee showing balance at 29 <sup>th</sup> December 2015. Currently there is a small amount of petty cash being held for day to day expenses.	
<b>Memorial for Unmarked Graves</b>	
Two quotes have been received to supply the memorial and after a lengthy discussion it was decided to commission Dave Wallace to supply and erect the memorial. J Bouch has already written to the Church giving full details of the proposed work, requesting their permission and details of any fees, Faculty, etc. that may be required. It was suggested that we mark the memorial stating it has been erected on the site of the first grave in the cemetery (which was also an unmarked grave). Suggested wording to be submitted to the Secretary as soon as possible. The plinth the memorial will stand on will be engraved with the agreed statement.	<b>ALL</b>
<b>Planned Work for 2016</b>	
It was agreed that we would work on alternative Saturday mornings for the foreseeable future, commencing 6 <sup>th</sup> February 2016. These action days may be amended in the future subject to workload, etc. Written permission has been received from Paul Roe, WBC, to commence removing the mounds on Section 2. This work should start in March, subject to weather condition. It was agreed that we seek advice from NCF and WBC regarding grave markers. Another discussion took place regarding seeding of Plots 2A and 3A. D Woods advised it was unlikely that grass seed would be successful. With this in mind it was decided to allocate plots to various groups to work on, which will allow the Friend Group the	<b>JB</b>

<p>opportunity to work further into the cemetery.  <b>The cadets</b> have stated they wish to continue working with us this year and therefore it was decided to allocate plots 2A, 2B and 3A for them to work on.  <b>Asda Community</b> have been allocated plots 1 &amp; 2 running parallel to the public footpath.  Plots 1A, 1B, 1C and 1D, running behind the houses, will be worked on by all once their allocate plots have been cleared.  <b>The Friends Group</b> will initially work on Section 2.</p>	
<p><b>Proposed events 2016</b>  It was agreed that we would attend both the Tom Sephton Day (information and recruitment day) and Penketh Carnival (Bag Bazaar)  It is hopeful that we can also hold another fashion show this year (possible September) and a bag pack at Asda Westbrook (possibly December).  The Chair advised she had completed Community forms at both Asda Westbrook and Cockhedge Centre for inclusion in their green token scheme. Confirmation has been received back from Cockhedge Centre saying we have been nominated for the months of January &amp; February 2016.</p>	
<p><b>Key Access</b>  It was agreed that a set of keys for the unit be purchased and given to the Asda Community ladies so they can have access through the week when we are not available.</p>	<p><b>JB</b></p>
<p><b>Work Tops</b>  It was agreed to replace the work tops which are now over 4 years old. A discussion took place and it was agreed to approach Top Print for a price for 12 tops in green with the FOSMC and our logo embroidered on the left hand side. Subject to price - FOSMC printed on the left hand sleeve.  It was also agreed to price, and purchase, an A frame board showing "The FOSMC working here today".</p>	<p><b>JB</b>  <b>JB</b></p>
<p><b>Fence Repair</b>  J Bouch has written to WBC stating we no longer wish to proceed with a gate in the rear fence and asking for a quote for repair or replacing the fence panel.</p>	<p><b>JB</b></p>
<p><b>Any Other Business</b>  <b>J Bouch</b> advised that T Wood and she will be making an appointment with Guardian Angel Support to set up our website and have tuition on how to update same.  In order to keep our email manageable J Bouch to bring any correspondence to future meetings. Once discussed and cleared all correspondence will moved to the relevant folders on the computer.  <b>D Taylor</b> gave details of various organisations that we could possibly apply to for funding. J Bouch to look into these to see if we are eligible and report back.</p>	<p><b>TW/JB</b>  <b>JB</b>  <b>JB</b></p>

<p><b>T Wood</b> advised that the poppy wreaths on the War Memorial had been strung together and tied to the Memorial. While she thanked the gentleman concerned she pointed out they may stain the new bronze plaques and therefore will be taken down and laid flat. It is unlikely that the quarterly Group Friends meetings will continue With WBC due to lack of support. It was suggested that perhaps J Bouch and D Woods could meet every 2 months with WBC to discuss what work we proposed to carryout in the cemetery. J Bouch to arrange.</p>	
<p><b>Date of Next Meeting</b> The next meeting will be held at 7pm on Wednesday, 16<sup>th</sup> March at Marina Avenue.</p>	