



University of Leeds Speleological Association
Committee meeting held in Headingley on 23rd August 2023

Attendees in person

Mike Butcher	President
John Holloway	Secretary, CNCC Representative
Chris Williams	Treasurer
Adam Baldock	Student Tackle Master
Luke Stangroom	CNCC Representative

Attendees online

Adam Aldridge	Librarian
Ane Appelt	Photographer
Michael Brigham	Webmaster
Lyndon Easterbrook	Ordinary Committee Member
Adam Erskine-Jones	Training Coordinator
Lea Giguère-Richards	Student President
Nadia Raeburn-Cherradi	Meets Coordinator
Rachel Turnbull	Ordinary Committee Member

Apologies

Dinny Davies
Simon Jepps
Mike Fearn



Meeting started 19:05

Matters arising from the AGM

Chase Adam Aldridge, Kristian Brook and Simon Jepps for reports

John Holloway: I received a report from Kristian.

Mike Butcher: Reports are still needed from Simon and Adam.

Rachel Turnbull: Simon has things to raise, but not a report. He's in the Jura.

Send Mike Fearn a list of committee members

Done

Matters arising from the March committee meeting

Book accommodation etc. for May trip

Done

Message Tonk about Watty archive and update inventory

Ongoing

Put updated inventory on ULSA website

Ongoing

Discuss Paul Pot award

Done

Sort out WhatsApp group

Ongoing; there is a suggestion to change it to a community group

Make a post about the ULSA holiday and the Dinnermeet

Done

Resend Doodle poll and details of the May meet

Done

Message students for the Dinnermeet

Done



Discuss the best date for the conservation trip

Ongoing

Discuss conservation with the students next weekend

Done

Encourage students to join the IO group

Ongoing

Mike Butcher: Is everyone aware of the IO group?

[Silence]

Chris Williams: We tend to just get names for the student members, not emails.

Mike Butcher: Can you ask students permission to add their emails to the IO group?

Lea Giguère-Richards: I can look into that.

Lea Giguère-Richards to look into asking students permission to add their emails to the IO group

Sign new members up to the IO group

Ongoing

Make new sub group for the ULSA committee

Done

Try to book the Earth and Environment room for the AGM

Done

Send email advising he is standing down as CNCC representative

Done

Include details of CNCC Representative vacancies in AGM agenda

Done

ULSA website

Mike Butcher read out Alice Shackley's email:

ULSA website - although we are now paying for the ULSA website it doesn't not seem to currently function correctly. The Rant and Rant Archive options on the menu don't take you to any page and once you click on options in the menu the menu changes. It's also unclear if rants are all public now which



is not ideal. Please could we prioritise a working website given we are now paying for it? Many thanks!

Michael Brigham: I need to chat to Brendan about handing over. Would Hidden Earth be a good deadline?

Michael Brigham to hand over from Brendan and sort the website out by Hidden Earth

John Holloway: Could some people have the ability to add documents, such as minutes, the constitution, etc.?

Michael Brigham: Yes, we could look at giving admin rights.

Chris Williams: Can we have a website working group? We need to find out who the domain holder is.

Mike Butcher: We should write down what the deadlines for payments are. We had a problem in the past where it lapsed. Would you like to work in a working group, or by yourself, Michael?

Michael Brigham: I'd prefer to do it myself, but message the committee as needed.

Mike Butcher: We'll see how we are by Hidden Earth. Does anyone have anything else about the website?

Nadia Raeburn-Cherradi: Are newsletters being added?

Michael Brigham: No, but I can do that. I'll go through the IO group and add various attachments to an appropriate date. That will hopefully be done sooner rather than later.

Database of caving exploration leads

Mike Butcher: I haven't really progressed that. It would be something on the members' section, where we can record things that won't get pirated.

Chris Williams: Would access to a members' only area be open to all members who have paid?

Mike Butcher: I think so.

Rachel Turnbull: Should lapsed members be removed?

Mike Butcher: I think so. Is a members' area worth discussing at the AGM?

Lyndon Easterbrook: It seems a little contrary to have lapsed members accessing the members' area.

Michael Brigham: I think the Webmaster should make a how-to guide for whoever adds and removes members from the website.

Rachel Turnbull: I will do it if it's decided that it's needed.

Lea Giguère-Richards: Adam Aldridge has suggested using a Google drive.



Rachel Turnbull: I don't know why you'd have a members' area and a Google drive that would also need policing.

Mike Butcher: Thanks for volunteering Rachel:

Chris Williams: I'm happy to help as well.

Rachel Turnbull and Chris Williams to administer access to the members' area once created

Mike Butcher: I'll speak to Michael about adding the database to the website.

Mike Butcher to work with Michael Brigham to add the database to the website

Reviewing ULSA accounts

Rachel Turnbull: A caving club earlier this year had a treasurer who went off with some money. This is for someone to look over the accounts.

Lyndon Easterbrook: The CNCC do this already.

Chris Williams: It's just someone casting their eye over it.

Rachel Turnbull: They wouldn't be an auditor, just an impartial committee member.

Mike Butcher: Maybe Lea and the LUUCaS committee could look at it too. Maybe think about and discuss what you think would be best.

Lea Giguère-Richards and the LUUCaS committee to look at having somebody look over their accounts

Mike Butcher: is anybody volunteering to do this review for ULSA?

Rachel Turnbull: The President?

John Holloway: It shouldn't be the President or Secretary as we are allowed access to the account.

Ane Appelt: I'm happy to do it.

Ane Appelt to look over the accounts as needed

Dinnermeets

Lyndon Easterbrook: I have thyme on my hands! Ha ha. Next year, the ideal date would be Saturday 16th March or Saturday 23rd March; either the weekend before uni breaks up or the Saturday immediately after.



Mike Butcher: Do you want to leave options open while you look at venues?

Lyndon Easterbrook: Yes. I'm also looking at having a ceilidh at a village hall or pub that's big enough. For the 60th birthday in 2025, I'm thinking more a weekend into June. The weekend that's best would be 13th - 15th June 2025.

Mike Butcher: There was some talk about a bank holiday.

Lyndon Easterbrook: Bank holidays get in the way of student exam time.

Mike Butcher: August is a bit late.

Lyndon Easterbrook: People tend to go away over August. For the 60th, I want to make it a weekend thing, with talks and Q&A sessions, for example with Dave Brook, and with past presidents. Maybe we could hard rig certain caves for the weekend. We could have some club history display boards. I've been looking at the Yorkshire Dales Guides barn or Dalesbridge, which has various accommodation options. I could tap up the ULSA band to see if they'd be happy to reform for the 60th birthday. We could maybe have a DJ and barbecue on the Friday night, and meal on the Saturday. It would be more expensive than a traditional dinnermeet. We could take everything at the Yorkshire Dales Guides, but they want camping on top. We could lump it in together. With the bunk barn, we'd have access to the whole site. I could find out what the going rates are.

Lyndon Easterbrook to investigate prices for the 60th anniversary

Mike Butcher: Does the Dalesbridge work the same way?

Lyndon Easterbrook: They have a lot of regular campers. They still have the B&B, self contained self catered bits and the camping. I haven't spoken to them for a couple of years.

Mike Butcher: It's probably best to get stuff booked sooner rather than later.

Lyndon Easterbrook: I'd like to have next year's booked by the time we get to Bull Pot Farm.

Lyndon Easterbrook to book next year's dinnermeet by the time of Bull Pot Farm

Any other business

Rachel Turnbull: Si sends his sincerest apologies. He said the ULSA holiday was really good. He'd like to get the next one in the diary by December. There's a lot of enthusiasm among his generation (late 30s/early 40s). People with children will want to know by December. Si is volunteering himself to arrange the holiday, with support from others. Does anyone have any other opinions that would benefit Si?

Mike Butcher: I wouldn't mind doing the Berger, or the PSM.

Rachel Turnbull: It's not hugely expensive for people to get to.

Simon Jepps to arrange the holiday by December



Rachel Turnbull: Si says plenty of kids are joining at Bull Pot Farm for a day, but would need to learn rope skills. Could the club contribute to training kids? Could it happen at the Edge, or at Yorkshire Dales Guides?

Nadia Raeburn-Cherradi: It could work as a training session. Si said there would be some attendance at some point.

Rachel Turnbull: Si would be happy to teach his children, but they'd get more out of it with younger people. It's a good stepping stone for new trainers.

Nadia Raeburn-Cherradi: I have a lot of old people coming to Bull Pot Farm.

Luke Stangroom: The average age is about 40.

Nadia Raeburn-Cherradi: No one from LUUCaS has told me they're going. I was going to ask someone to post on the socials.

Adam Erskine-Jones: I can advertise the weekend if you want.

Adam Erskine-Jones to advertise the Bull Pot Farm weekend

Nadia Raeburn-Cherradi: Let me know about inexperienced students coming who could do with some training.

Lea Giguère-Richards: This week I will organise the Give It A Go, laddermeet and presentation dates. I'll send messages asking who wants to help out.

Lea Giguère-Richards to organise GIAG, laddermeet and presentation dates and ask people to help out

Lea Giguère-Richards: I could do with some help sorting through a pile of random things in the chapel.

Adam Baldock: We could cut up the new rope at the same time.

Lea Giguère-Richards: We have a four hundred metre rope to soak in the bath.

Mike Butcher: Who is tackle officer?

Adam Baldock: Me.

Mike Butcher: We can set a date.

Lea Giguère-Richards: I'm back on the 15th.

Mike Butcher, Adam Baldock and Lea Giguère-Richards to set a date to go through the chapel and sort rope

Chris Williams: I'll send you an email about insurance, Lea.

Chris Williams to email Lea about insurance

Adam Baldock: Does anybody want to drive to Lost Johns' on Sunday?



Nadia Raeburn-Cherradi: Which pub?

Mike Butcher: Skyrack?

Meeting ended 20:01

Summary of specific action items

Ongoing from previous meetings

Individual(s)	Action item
Chris Williams	Message Tonk about Watty archive and update inventory
Chris Williams Brendan Hall	Put updated inventory on ULSA website
Mike Butcher Adam Baldock	Sort out WhatsApp group – change to community group
Nicola William Si Jepps Nadia Raeburn- Cherradi	Discuss the best date for the conservation trip
Lea Giguère-Richards	Encourage students to join the IO group
John Holloway	Chase Adam Aldridge and Simon Jepps for reports

From this meeting

Individual(s)	Action item
Lea Giguère-Richards	Look into asking students permission to add their emails to the IO group
Michael Brigham	Hand over from Brendan and sort the website out by Hidden Earth
Rachel Turnbull Chris Williams	Administer access to the members' area once created
Mike Butcher Michael Brigham	Add the database to the website
Lea Giguère-Richards LUUCaS committee	Look into having somebody look over the LUUCaS accounts
Ane Appelt	Look over the ULSA accounts as needed



Individual(s)	Action item
Lyndon Easterbrook	Investigate prices for the 60 th anniversary
Lyndon Easterbrook	Book next year's dinnermeet by the time of Bull Pot Farm
Simon Jepps	Arrange the holiday by December
Adam Erskine-Jones	Advertise the Bull Pot Farm weekend
Lea Giguère-Richards	Organise the GIAG, laddermeet and presentation dates, and ask people to help out
Mike Butcher Adam Baldock Lea Giguère-Richards	Set a date to go through the chapel and sort rope
Chris Williams	Email Lea about insurance