



DERBYSHIRE CAVING ASSOCIATION

Annual General Meeting, 10am. 24th. February 2018, Monyash Village Hall

MINUTES

Present:

Clubs	Darkside C.M.C.	Pete Knight [PK]
	Eldon P. C.	Bob Dearman [BD], (Nigel Atkins [NA])
	Orpheus C. C.	Jenny Potts [JP]
	T. S. G.	Alan Brentnall [AB]

Individual Members

Mike Higgins [MH]
 Terry Jackson [TJ]
 Pete Mellors [PM]
 Angus Sawyer [AS]
 Dave Shearsmith [DS] (Prospective.)
 Wayne Sheldon [WS]
 Phil Wolstenholme [PW]

Associate Members -

1. **Chairman’s Welcome:** Introduction, quorum and procedures.
 - 1.1 Welcome: WS welcomed members
 - 1.2 Quorum & Procedures: OK with 4 clubs and 6 Ind. Members

2. **Apologies for absence.**
 - 2.1 Apologies received from: Conservation Officer, Christine Wilson; Access Officer, Gary Noble; Masson C. G.; Dave Wall; Dave Webb, Karen Slatcher, Frank Beasley.

3. **To Approve Minutes of the previous General Meeting:** *(Previously circulated)*
 - 3.1 To Approve Minutes of Annual General Meeting 25 February 2017.
That the Minutes of the AGM 25 February 2018 be accepted as a correct Record.
 Prop. A.Brentnall, Sec. P.Wolstenholme. **Agreed Unanimously.**

4. **Matters Arising Therefrom:**
 - 4.1 None

5. **Election of New Members:**
 - 5.1 **Honorary Member: Jenny Potts.** Prop. Pete Mellors; (Sec. by 10 Member Clubs plus 13 Individual Members) **Unanimous.**
 - 5.2 **Individual Member: Dave Shearsmith.** Prop. J.Potts. Sec. N.Atkins. **Unanimous**

6. **To Approve the DCA Annual Report:**
(The report was tabled at the meeting together with a detailed breakdown of the accounts.)
 - 6.1 **Chairman’s Report:** *(Printed in the Annual Report.)*
Approved. N.Atkins, P.Knight. **Unanimous**

 - 6.2 **Secretary’s Report:** *(Printed in the Annual Report.)*
Approved. Prop. N.Atkins, Sec. P.Knight. **Unanimous**

 - 6.3 **Treasurer’s Report and accounts:** *(Provisional accounts and report printed in the Annual Report.)*
 - a. NA noted that grant money for workshops in 2017 will appear in the 2018 accounts.
 - b. TJ noted minor misprint in one paragraph.**Approved.** Prop. A.Brentnall, Sec. N.Atkins. **Unanimous**

 - 6.4 **Conservation Officer’s Report:** *(Printed in the Annual Report.)*
DCA approves BCA policy statement. J.Potts, N.Atkins. **Unanimous.**
Vote of thanks to CW for all her work. Prop. J.Potts, Sec. P.Knight. **Unanimous.**

6.5 Access Officer's Report: *(Printed in the Annual Report.)*

- a. PK reported that he advised MoD speak to the show cave owners at Heights of Abraham re. Masson access.
Report accepted. Prop. M.Higgins, Sec. P.Mellors. **Unanimous.**

6.6 Projects Officer's Report: *(Printed in the Annual Report.)*

- a. Noted name "Winnats Level" used to avoid problems.
- b. JP queries whether Vixen Shaft on open access land; it is a mine so CRoW doesn't apply and it is locked. May be changed to Derbyshire Key in the future.
- c. PM notes access to HBCM via Fan Entrance is specifically to suit PICA requirements but is also for general access for cavers. Noted also that access is possible via the Smithy Entrance but PICA cannot use this entrance.

Report Accepted. Prop. J.Potts, Sec. N.Atkins. **Unanimous.**

6.7 Legal & Insurance Officer's Report: *(Printed in the Annual Report.)*

- a. PM notes that he is differentiating between Holme HALL Mine and Holme BANK Mine and is now referring to Home Chert Mine. Emphasises that Chatsworth Estates can do nothing to help.
- b. Derby Lane Traffic Restriction Order seems to be working OK.

Report Accepted. Prop. P.Knight, Sec. N.Atkins. **Unanimous.**

6.8.1 Equipment Officer's Report: *(Printed in the Annual Report.)*

- a. BD referred to the report by Henry Rockcliffe following the work on J.H. mine. Noted that the anchors failed because they were installed a long time ago and there is a suspicion that the holes had not been properly cleaned prior to placing the anchor. The system has now been tightened up, installers work to the IPTD and these issues should not happen nowadays. Thanks to HR for his work on this.
- b. PK noted that PICA did not request the set of 5 anchors to protect the traverse in Devonshire.
- c. Carrying case for the Hydrajaws and other equipment required plus tackle bags for installers to use. **NA proposed** that the equipment required be bought. **Agreed.**
- d. BD said that he will be retiring next year.

Report Accepted. Prop. M.Higgins, Sec. N.Atkins. **Unanimous.**

6.8.2 Cave Atmosphere Monitoring Report: *(Printed in the Annual Report.)*

- a. JP thanked AB for his very comprehensive report. She noted that J.Gunn had commented that a high level of CO₂ is often accompanied by a high level of radon. NA said that in his opinion instructors should be using dose-meters carried on their person to get realistic readings rather than relying on passive meters left in the cave to record levels.
- b. AB has been told that it is common for high readings of CO₂ to trigger meters to warn of high levels of CO.
- c. Noted that normally O₂ and CO₂ add up to approx. 20% so it is possible to work out CO₂ levels by subtracting for the O₂ levels.

Report Accepted. Prop. N.Atkins, Sec. B.Dearman. **Unanimous.**

6.9 Training Officer's Report: *(Printed in the Annual Report.)*

- a. NA notes that DCA has been the flagship for Training nationally and similar schemes are now beginning to come into being in other regions. Noted that the Club Training Officer system is beginning to come into being nationally.
- b. NA agreed to do a presentation on the Training schemes after AGM.
- c. NA noted that he had been given to understand by one BCA Officer that the BCA Training Officer is responsible for both cave instructor training and recreational caver training so this would be a massive job. Kev West has offered assistance to NA.

Report Accepted. Prop. P.Knight, Sec. B.Dearman. **Unanimous.**

6.10 Newsletter Editor/Publications Officer Report: *(Printed in the Annual Report.)*

- a. Agreed that the DCA Newsletter will be on the website for general download, not restricted to members, but members will be advised when each new issue is posted on the website. We will continue to try sales through shops to see how this goes as a service. Noted that the subscription is for 4 issues, not for 1 year. There will be stats on the website showing how many downloads.

Report Accepted. Prop. N.Atkins, Sec. P.Knight. **Unanimous.**

6.11 Cave Registry Report: *(Printed in the Annual Report.)*

- a. PW notes that there is little descriptive material as yet and there is also the privacy function to put in place.
Report Accepted. Prop. M.Higgins, Sec. P.Mellors. **Unanimous.**

7. Election of Officers for 2018/19: *(There was no list of nominations received in advance of the meeting.)*

7.1 The List of officers required to be elected is set by DCA Council Minute 7, 11 Nov. 2011:

There was no volunteer to take on the post of Secretary.

That we elect all existing Officers en bloc except for the Secretary.

Prop. J.Potts, Sec. M.Higgins. **Unanimous.**

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|---|-------------------------------|
| 1. Chairman: | Wayne Sheldon |
| 2. Vice-Chairman | Alan Brentnall |
| 3. Secretary | VACANT |
| 4. Treasurer | Angus Sawyer (Also webmaster) |
| 5. Conservation Officer | Christine Wilson |
| 6. Access Officer | Gary Noble |
| 7. Projects Officer | Pete Knight |
| 8. Legal & Insurance Officer | Pete Mellors |
| 9. Equipment Officer | Bob Dearman |
| 10. Training Officer | Nigel Atkins |
| 11. Newsletter Editor | Mike Higgins |
| 12. Cave Registry Secretary | Phil Wolstenholme |

J.Potts said she would be willing to carry on as **Acting Secretary** until we can find a volunteer.

Publications Sales: JP will continue to deal with publications sales and distribution of printed copies of Newsletters.

The rest of the Secretary's job can be split if necessary.

JP stressed that it is important set up formal DCA "list" system for communicating with members and DCA should be aware of new regulations relating to Data Protection coming into force in May.

- 7.2 Any other Officers or Assistant Officers thought necessary for the efficient running of the Association:
None needed for the time being.

8. Appointments:

8.1 **Trustee to replace Boyd Potts:** *(Current DCA Trustees are Pete Mellors & Terry Jackson)*

Alan Brentnall. Prop. P.Mellors, Sec. N.Atkins. **Unanimous.** TJ said he will stand down next year.

8.2 **Three Ordinary Members to the Grants Panel of the DCA Cave Discovery Fund.**

(Current members are Dave Webb, Terry Jackson + one vacancy)

Mike Higgins. Prop. J.Potts, Sec. P.Knight. **Unanimous.** TJ said he will stand down next year.

9. Appointment of Delegates / Representatives to BCA AGM and BCA Committees:

9.1 **Delegates for the BCA AGM** on Sunday, 3 June 2018, venue confirmed as Forest of Dean. *(The BCA AGM agenda will be agreed at 14 April 2018 BCA Council Meeting.)*

JP appointed as DCA delegate to BCA AGM. Prop. N.Atkins, Sec. T.Jackson. **Unanimous.**

9.2 **BCA Council.**

JP appointed as DCA representative on BCA Council. Prop. N.Atkins, Sec. M.Higgins. **Unanimous.**

9.3 **BCA Special Committees.**

(Appropriate DCA Officers normally attend the Special Committee Meetings: i.e. Conservation & Access, Training, Legal & Insurance, Equipment, Publications & Information)

DCA Officers to attend as required.

9.4 **BCA Working Groups:** *(CRoW Working Group, National Cave Register Co-ordinating Committee, etc.)*

J.Potts appointed as rep. to CRoW W.G.

P.Wolstenholme appointed as rep. to National Cave Register C.C.

10. Appointment of Delegates / Representatives to Other Organisations:

- 10.1 **DCA Underground Conservation Forum** (Incorporating the SSSI Regional Liaison group)
C.Wilson is convenor.
- 10.2 **Peak Instructed Caving Affiliation**
J.Potts to attend the March meetings as DCA rep.
- 10.3 **UK Cave Conservation Emergency Fund** - JP confirmed **Dave Webb** wishes to continue.

11. Date, Time and Venue of Meetings for the year:

- 11.1 **2019 AGM.** Suggest **Saturday, 23 February 2019**; to be followed by a brief Council Meeting.
- 11.2 **Council Meetings for 2018** (at least 2 more meetings required - end June and end October).
Last Saturdays in **June (30th.)** and **October (27th.)** agreed.

12. Any Other Accepted Business:

- 12.1 None.

The A.G.M. concluded at 12.50pm.

J.Potts, Recorder

The meeting was followed by a presentation from N.A. on DCA Caver Training Scheme and the Club Training Officer scheme.

**Appended to these Minutes and forming part of them is the DCA Annual Report for 2017,
including the provisional DCA Annual Accounts for the Year Ending 31 Dec. 2017.**