



# DERBYSHIRE CAVING ASSOCIATION

Annual General Meeting, 10am. 23rd. February 2020, Monyash Village Hall

## MINUTES

### Present: Clubs

Crewe C.P.C.	Alan Brentnall [AB]
Darkside C.M.C.	Pete Knight [PK]
Eldon P.C.	Bob Dearman [BD]
Orpheus C.C.	Jenny Potts [JP]
P.D.M.H.S.	Shirley Burtonshaw [SBu]
T.S.G.	Scott Bradley [SBr]

### Individual Members

Terry Jackson [TJ]
Pete Mellors [PM]
Angus Sawyer [AS]
Wayne Sheldon [WS]
Phil Wolstenholme [PW]
Mike Higgins (MH)
Martin Long [ML]

- 1. Chairman's Welcome:** Introduction, quorum & procedures.
  - 1.1 Welcome: WS welcomed those present.
  - 1.2 Quorum & Procedures: OK with 7 Clubs and 5 Individual Members.
  
- 2. Apologies for absence.**
  - 2.1 **Apologies received from:** Charles Cooley, Dave Webb, Masson Caving Group, Shropshire Scouts Caving Team.
  
- 3. To Approve Minutes of the previous Annual General Meeting:** *(previously circulated)*.
  - 3.1 Correction: PW was elected Cave Registry Secretary at the 2019 AGM, but this was not minuted.
  - 3.2 Correction: The abbreviation for Nigel Atkins in the minutes should have been NA and not NG.
  - 3.2 **That the Minutes of the AGM of 22 February 2019, subject to these corrections, be approved.**  
Prop. J.Potts, Sec. P.Knight. **Agreed.**
  
- 4. Matters Arising Therefrom:**
  - 4.1 None.
  
- 5. Election of New Members**
  - 5.1 **Individual Member: Gordon Fiander.** Prop. M.Higgins, Sec. P.Knight. **Agreed.**
  
- 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.** *(Printed in the Annual Report.)*  
**Approved.** J.Potts, M.Higgins. **Agreed.**
  
  - 6.2 **Secretary.** *(Printed in the Annual Report.)*  
**Approved.** J.Potts, P.Knight. **Agreed.**
  
  - 6.3 **Membership Secretary.** *(Printed in the Annual Report.)*
    - a) Old account still open due to active standing orders. MH to email and then write to those members. **Action: MH**  
**Approved.** J.Potts, S.Burtonshaw. **Agreed.**
  
  - 6.4 **Treasurer.** *(Printed in the Annual Report.)*
    - a) DCA Cave Conservation Emergency Fund not yet been merged into the DCA Cave Discovery Fund. **Action AS**  
**Approved.** P.Knight, P.Wolstenholme. **Agreed.**
  
  - 6.5 **Access Officer.** *((Printed in the Annual Report.))*  
**Approved.** P.Knight, M.Long. **Agreed.**

**6.6 Conservation Officer.** *(Printed in the Annual Report.)*

a) There being no current Conservation Officer, a report was submitted by the Chairman. This did not require acceptance.

**6.7 Projects Officer.** *(Printed in the Annual Report.)*

**Approved.** P.Wolstenholme, S.Bradley. **Agreed.**

**6.8 Equipment Officer.** *(Printed in the Annual Report.)*

**Approved.** M.Higgins, P.Knight. **Agreed.**

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

**Approved.** S.Bradley, S.Burtonshaw. **Agreed.**

**6.10 Cave Registry Secretary.** *(Printed in the Annual Report.)*

a) A list of sites needing entrance pictures is included on the website.

**Approved.** P.Knight, M.Long. **Agreed.**

**6.11 Training Officer.** *(Printed in the Annual Report.)*

**Approved.** P.Wolstenholme, M.Higgins. **Agreed.**

**6.12 Newsletter Editor.** *(Printed in the Annual Report.)*

**Approved.** P.Knight, J.Potts. **Agreed.**

[TJ arrived at 10:40.]

**6.13 Publications & Sales Officer.** *(Printed in the Annual Report.)*

a) Future plans for current and future edition to be discussed in today's council meeting.

b) Free downloads of all conservation audits are available on the website, the exception being the audit for Stoney Middleton, which requires permission from Mark Cope.

**Approved.** M.Higgins, S.Burtonshaw. **Agreed.**

**6.14 BCA Update.** *(Printed in the Annual Report.)*

a) JP reported that she is trying to ensure that the BCA Council maintains its structure and responsibilities.

**7. Election of Officers for 2019/20:** *(There was no list of nominations received in advance of the meeting.)*

The Council thanked Bob Dearman for his long service as Equipment Officer.

<b>7.1 Chair:</b>	W.Sheldon	Prop P.Knight, Sec. S.Bradley.	<b>Unanimous.</b>
<b>7.2 Vice-Chair:</b>	A.Brentnall	Prop. P.Wolstenholme, Sec. P.Knight.	<b>Unanimous.</b>
<b>7.3 Secretary:</b>	W.Sheldon	Prop. M.Higgins, Sec. S.Burtonshaw.	<b>Unanimous.</b>
<b>7.4 Treasurer:</b>	A.Sawyer	Prop. B.Dearman, Sec. M.Long.	<b>Unanimous.</b>
<b>7.5 Access Officer:</b>	A.Brentnall	Prop. M.Higgins, Sec. M.Long.	<b>Unanimous.</b>
<b>7.6 Conservation Officer:</b>	None	Duties to be taken on by other committee members. AR to act as UCF Convener.	
[BD arrived at 10:55.]			
<b>7.7 Projects Officer:</b>	P.Knight	Prop. S.Burtonshaw, Sec. S.Bradley.	<b>Unanimous.</b>
<b>7.8 Equipment Officer:</b>	S.Bradley	Prop. P.Mellors, Sec. N.Atkins	<b>Unanimous.</b>
<b>7.9 Cave Registry Secretary</b>	P.Wolstenholme	Prop. P.Knight, Sec. S.Bradley.	<b>Unanimous.</b>
<b>7.10 Training Officer:</b>	N.Atkins	Prop. J.Potts, Sec. B.Dearman.	<b>Unanimous.</b>
<b>7.11 Newsletter Editor:</b>	P.Wolstenholme	Prop. M.Higgins, Sec. P.Knight.	<b>Unanimous.</b>
<b>7.12 Minutes Secretary:</b>	A.Brentnall	No proposer/seconders required.	
<b>7.13 Membership Secretary:</b>	M.Higgins	Prop. S.Burtonshaw, Sec. S.Bradley	<b>Unanimous.</b>
<b>7.14 Publications &amp; Sales:</b>	J.Potts	Prop. M.Higgins, Sec. P.Knight.	<b>Unanimous.</b>
<b>7.15 Cave Atmosphere Officer:</b>	A.Brentnall	Prop. P.Wolstenholme, Sec M.Long.	<b>Unanimous.</b>

## 8. DCA Trustees:

- a) MH asked what the duties of the Trustees were and it was explained that DCA, as an unincorporated body, cannot legally own property, or enter into contracts or agreements (e.g. the Chatsworth Access Agreement), and the Trustees take on these responsibilities on behalf of the Association. There is insurance in place to cover Trustee liability.
- b) Current Trustees are Pete Mellors, Terry Jackson and Alan Brentnall.
- c) Terry Jackson is standing down as a DCA Trustee, and the Council thanked him for his services over the years.
- d) Proposed replacement: Pete Knight. Prop. J.Potts, Sec. P.Mellors. **Agreed.**

## 9. Appointment of Three Ordinary Members to the Grants Panel of the DCA Cave Discovery Fund.

The current members are Dave Webb, Mike Higgins and Scott Bradley, and it was **agreed** that this will remain the case for 2020.

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

DCA have one representative on the BCA Council, but no vote at the AGM.

- 10.1 **BCA AGM** on Sunday, 14 June 2020, at a venue in Priddy. It is recommended that as many DCA members as possible attend the BCA AGM.
- 10.2 **BCA Council.**  
Wayne Sheldon will represent DCA, and Scott Bradley will also attend.
- 10.3 **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.

## 11. Appointment of Delegates / Representatives to Other Organisations:

- 11.1 **DCA Underground Conservation Forum (Incorporating the SSSI Regional Liaison group)**  
In the absence of a DCA Conservation Officer, A.Russell is still acting as convener.
- 11.2 **Peak Instructed Caving Affiliation**  
Pete Knight will report back, but other officers are welcome to attend.
- 11.3 **UK Cave Conservation Emergency Fund**  
Wayne Sheldon to continue representing DCA.

## 12. DCA Constitution Changes.

- a) Correction: The added sentence in paragraph 3.1 should read: "Membership application forms may be obtained from the Membership Secretary or downloaded from the Association's website".
- b) Correction: Gender-specific references (e.g. his/her) to be replaced with "they", "them" or "their" as appropriate.
- c) Subject to these changes, the revised constitution was **accepted unanimously**. Prop. P.Knight, Sec. S.Burtonshaw.
- d) The new constitution will appear on the website, and members will be advised by email. **Action: MH,AS**

## 13. DCA Discovery Fund Constitution Changes.

- a) Correction: References to websites to be changed from the full URL to a generic reference, e.g. "BCA Website".
- b) Correction: Gender-specific references (e.g. his/her) to be replaced with "they", "them" or "their" as appropriate.
- c) Subject to these changes, the revised constitution was **accepted unanimously**. Prop. S.Bradley, Sec. P.Knight
- d) The new constitution will appear on the website, and members will be advised by email. **Action: MH,AS**

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

- 14.1 **2021 AGM.** Monyash Village Hall on Saturday, 20 February 2021; to be followed by a brief Council Meeting.
- 14.2 **Council Meetings for 2020** Monyash Village Hall on 06 June 2020 and 03 October 2020. **Agreed.**

## 15. Any Other Accepted Business:

- 15.1 None.

The A.G.M. concluded at 12.05pm.

**A.Brentnall, Recorder**

**Appended to these Minutes and forming part of them is  
the DCA Annual Report for 2019, including  
the provisional DCA Annual Accounts for the Year Ending 31 December 2019.**