



Wayland Men's Shed Committee Meeting - Minutes

Monday 2nd March 2026 at 12:15 in Social Room, Watton Sports Centre

Committee Members Present: -

Malcolm Trayhorn	(MT)	Chairman
John Chamberlin	(JC)	Treasurer & Membership Secretary
Dave Cooper	(DC)	Secretary
Rob Fielding	(RF)	Workshop Supervisor
John Bunning	(JB)	Computer Room

Observers – John Hubbard (JH) and Nigel Ludbrook (NL)

<u>REF</u>	<u>ITEM</u>	<u>ACTION OWNER</u>
1	Opening welcome and introductions MT opened the meeting at 12.08	
2	Apologies for absence Gordon Williams, Vice Chairman; Mike Briggs, Computer Workshop Supervisor	
3	Minutes of last meeting – 12th January 2026 Proposed by JC and Seconded by NL as a true record of the meeting. Unanimously agreed and duly signed by MT. Master and Shed File Copy for filing by MT	MT
4	Matters arising from the minutes – not covered by following agenda. a) Sports Centre Agreement MT will set up a meeting with the Sports Centre team on his return from holiday. Need to consider rent for workshop and secure tenancy, plus rents for social room going forward. b) Workshop Insurance This expires 31/3/26 so renewal is urgent. RF has applied to Wessex, who cover a lot of Mens Sheds, but there are a number of issues on the application form that he is concerned about. There was a lot of discussion around areas as security of doors; type of insurance needed; PAT testing, etc. It was agreed that RF will call them and ask if there could be a site visit. If this is not possible, RF will call them while DC is around and work through the form. PAT testing was discussed in more detail, and it was agreed that buying a secondhand machine to do this (proposed by JC and seconded by DC), plus training certain members to use it, would be needed would be a good use of Shed funds JB will chat to MB. NL volunteered to be a tester too.	MT RF/DC JB/MB



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c) Document repository

JC has researched this. With a Gmail account you get a Google Drive to set up to store data. Permissions can be set up for each file, allowing allocated rights to individual or groups of members. This needs some more work, but JC will put together a document for discussion at the next meeting.

JC

REPORTS

5 Chairman's report and issues

a) Chairman's Report

MT note there was little of significance to report on since the last meeting.

Note

b) NCF grant

Safeguarding was raised by NCF when we got our grant. We had training on this on 23/2/26, provided by MT, and MT has also now prepared a Policy which we need to review and sign off at the next meeting. DC to provide front sign-off sheet to begin sign off.

MT/DC

DBS checks will be needed, and it has been agreed with Johnny Wood and Henry Gowman that we only need the basic level of these. All Committee members should go to the Government site at <https://www.gov.uk/dbs-update-service> to obtain these at a cost of £21.50 each. JC to reimburse Committee for these checks.

ALL

MT noted he is our DSL lead, and he has reviewed training for this role. His view is that the training he can find online is not fit for our needs, and he will review this with JW/HG.

MT

MT will do case studies on various members to support the benefits of the grant to WMS.

MT

Social Secretary

a) Report

Ten pin bowling last month saw 15 members enjoy an afternoon at Dereham.

The Paddleboat trip on the Broads, with afternoon tea, is already selling well. We have hired the whole boat at a cost of £720, with afternoon tea at £13.50 a head. This trip will attract a subsidy of £7 per member. Coach to leave Watton at 10, with two hours free time in Wroxham before going to Horning to join the cruise.

Note

Cromer Pier Summer show has 22 names so far for 40 tickets, but MT

Note



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thinks this will sell well over coming months.

Go Karting at North Pickenham airfield has been booked for 15th May. **Note**

Rifle shooting has been suggested, which MT will look into. **MT**

Meditation is organised for 23rd and 30th March in the social room, with 10 members attending. What happens after the two exclusively WMS meetings will be determined afterwards. This could be using her normal meetings. We will offer a donation for these sessions. **Note**

b) Report on Sub Groups

- Shanty Men – the group is running very well under Wayne. Next gig is 22/3; there is another on 2/8 in the High Street **Note**

- Music Group – still going well, next session this Wednesday with WR running his first Quiz afterwards. **Note**

- Shutterists – Shuttleworth trip went well, with 8 members attending. Next trip is to Lavenham. Stuart Haile is doing a good job running the group. **Note**

- Games Group attendance steady, with 10-12 members attending **Note**

7 Treasurer

JC delivered the January and February accounts. **Note**

JC noted that since the AGM the workshop had made £100, the Computer Room £3021 and the Shantymen £445. **Note**

JC noted that he will move another £5000 into the reserve savings account, which has made £300 in interest. **Note**

The Thompson Book racks were made using materials paid for by WMS and built at no charge. Any future racks will cost them £100. **Note**

Subsidies need to be recorded as discussed in the meeting. **Note**

8 Membership Secretary

JC handed out an up to date membership list, and noted this would be ideal for the Document Repository once set up. **Note**

JC noted that we currently have 105 members, with another possible joining this week. **Note**

JC noted that members have rallied round Andy Ogilvie and now support his continued involvement in WMS **Note**



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9 **Carpentry Workshop**

Book stands have been made, and it would be nice to have "Built by WMS" labels to add to these. Something similar for the Computer sales would be ideal, containing the dedicated mobile number. JC to review.

JC

10 **Computer Workshop**

JB noted that the workshop was busy in five key areas:

Note

- Laptops, where sales are going well
- Printers
- Desktops, although interest in these is waning
- Stripping non-valuable machines for recycling
- Giving assistance to members and the local community for their machines

The eBay charity shop is taking a time to set up, MB has his son helping with this. There are 7 other Mens Shed shops on ebay.

MB

The dedicated mobile number is 07724 057644, but an email address has yet to be set up.

Note

New processes have been agreed in the Computer Group,. These need to go in the document repository.

MB

Memory prices have rocketed this year due to demand from the USA

Note

MT noted that the Sports Centre might be amenable to a new building for the /Computer workshop if it were situated at the RH end of the building . This would free up more room for the Carpentry workshop. It needs more research to determine what sort of demountable buildings are available and at what cost. Funding for this would be needed too, which might be grant aided if available.

MT

11 **Secretary (NR)**

No issues to report.

DC gave a report from Neil Rowe which highlighted that the traffic on the WMS website is continuing to grow.

Note

The WMS Calendar was reviewed. No changes were needed this time.

Note

The AGM is set for Wednesday 10th June, and DC will begin preparing for this.

DC

All WMS documents are due for review in May, so could all owners please review their documents and identify if any changes are needed. These can then be signed off at the Committee meeting in May.

ALL



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12 **Liaison with outside bodies**

Nothing to report from Wayland Partnership, meeting next month. **Note**

MT noted the Norfolk Men’s Shed Steering Group meeting is still awaited **Note**

13 **AOB**

JC noted that the marquee is available for the BBQ on 29/8/26, plus 6 and 4 burner BBQs, which should speed things up this year. **Note**

10 year Anniversary – JC noted that this needs to move on if we are not to miss the boat. DC to add to Agenda for next meeting. **DC**

JC noted that the catering for Charlie’s funeral was very good, and he has their details if we want to use them for the above. **Note**

Next Committee Meeting

DATE: Monday 11th May 2026

TIME: 12:15

LOCATION: Social Room, Watton Sports Centre

Meeting Closed at 14.10

Proposed –

Seconded –

On behalf of the WMS Committee, these Minutes are approved and duly signed by:

..... **Date:**

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