



South Downs Astronomical Society

President:
Founder: Geoffrey Buss

Draft Minutes of SDAS committee meeting 6th March 2024 – meeting started 7.00pm via Zoom

- **PRESENT**

Trevor Pitt (Chair)
Maddie Johns (Treasurer) MJ
Peter Burt (Practical Astronomy) PB
Roger Burgess (Website Manager and IT) RB
Barry Redman (Membership) BR
Mark Ford MF
Cheryll Pitt (Secretary) CP

- **APOLOGIES FOR ABSENCE** nil

- **ABSENT** nil

- **MINUTES OF THE PREVIOUS MEETING**

ACTION: RB to add the minutes (December 2023 and AGM) to SDAS web page.

- **MATTERS ARISING**

1. TRANSFER OF WEBSITE

RB is trying to transfer SDAS website to a new website using a new hosting package but is waiting on the Planetarium. Domain name paid for 10 years, MJ awaits the bill for the hosting package, this has not appeared and it expires in April.

ACTION CHAIR to call John Mason to determine when hosting package runs out and to supply necessary information to RB.

2. PURCHASE OF TELESCOPE

ACTION: RB Ongoing second-hand telescope to be purchased and PB will assemble a kit. This is to be put in Chichester library.

ACTION: PB will approach Chichester library again to ascertain if they will host the telescope.

3. WORTHING ASTRONOMICAL SOCIETY

ACTION: MF to keep an eye on WAG website for opportunities.

4. WEBSITE CHANGES



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ACTION: RB to upload Minutes of December meeting to website, CP to re-send.

5. DONATED BOOKS

ACTION: Chair to bring donated books to next SDAS meeting to sell at coffee break.

ACTION COMPLETE.

ACTION: Chair to offer books to U3A and any remaining to Ziffit.

6. OUTREACH AND EVENTS

ACTION: MJ to take SDAS leaflets to Chichester and Littlehampton libraries and Natural History Society. MF will take the leaflets to Rustington library and Chair will cover Bognor library and Willowhale. **Chair's ACTION COMPLETE.**

ACTION Chair: to bring leaflets to next Main Meeting for MF and MJ.

ACTION: Chair to mention the necessity to bring telescopes to Outreach events at the next meeting.

ACTION COMPLETE.

ACTION: PB to send a copy of observing members to Chair so he can fix another observing evening if he wishes whilst he is on leave for the next few weeks.

ACTION COMPLETE.

ACTION: Chair to fix a date in March for SDAS to run a Chichester school (Portsfield) observing event and inform PB and RB. Attila Kalman has already agreed to attend.

ACTION COMPLETE: 20th March 2024 16.30 90 pupils to attend. SDAS attendees: RB, PB, Chair, CP, Attila Kalman, Martin Pickard. 4 telescopes: 2 on Moon, 2 on Jupiter. Need step ladder.

ACTION: Chair to go back to school.

ACTION: CP: Assembly Rooms Chichester: CP will approach the person IC events to see if SDAS can "piggy back" on an event and use the Portico.

ACTION COMPLETE: 30th March 10-12. SDAS attendees: Chair, CP, RB, PB, MF. Chair to bring table and leaflets, PB/or Chair to bring telescope, PB suggest observing a photograph of a celestial object, PB to bring old "Sky at Nights". RB has a display board-will need collecting if he can't attend.



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ACTION: Chair: South Downs Dark Skies events at which we can do outreach. The Planetarium needs to be involved if possible and the Chair will investigate this. Event cancelled. **Chair** to contact POC for Dark Skies to explain that we are NOT part of the Planetarium and could be approached separately in future.

7. OLD TELESCOPES

ACTION: Chair: 2 have been salvaged and will be brought to the next meeting for sale. 1, 3 and 4 have been scrapped. **ONGOING**

8. AGM AND TRUSTEES

ACTION: CP: to contact all 4 trustees to ascertain if they wish to continue and who will attend the AGM and run it. **CP** will request that the Agenda is rearranged so that election of new Officers comes first so that the new Chair can assist in running the meeting should the Trustees desire it. **CP** will circulate the Agenda to the Trustees and Committee.

ACTION COMPLETE. Nil action forthcoming from Trustees.

ACTION: Chair to contact existing 3 trustees regarding the appointment of new trustees.

9. GIFTAID

ACTION: MJ is liaising with HMRC to claim Gift Aid. The Trustees deal with the Charities' Commission paperwork. **ONGOING.**

10. SOLARSCOPE

ACTION: Attila Kayman has borrowed the solar scope from **PB**. He will return it when requested.

- **END OF MATTERS ARISING**
- **MEMBERSHIP**

BR reported that there were 35 people at the last meeting plus 5 visitors, 3 from U3A Chichester and 2 from one of Worthing Groups.

MJ reported that there are 7 new members, we have 65 members, increased by 4 members, 3 have left.

ACTION: RB has updated his "list" and will forward it to **Chair**.



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- **FORTHCOMING MEETINGS**

SEAGAS 50th Anniversary and Meeting: discussed.

ACTION: Chair to chase Chair of SEGAS for an update.

- **FINANCES**

RECEIPTS SINCE LAST MEETING ON 08/12/23
LAST MEETING ON 08/12/23

SUBS £418.00

RAFFLES £88.00

VISITORS £42.00

DONATIONS £44.00

BOOK SALES £40.00

TOTAL £632.00
0

OUTGOINGS SINCE

SPEAKERS £85.00

STAMPS £148.50

TOTAL £233.5

NET GAIN : £398.50

BANK BALANCES

06/03/24

08/12/23

CURRENT A/C

£2,804.92

£1,800.42

DEPOSIT A/C

£2,437.36

£2,428.28

NET GAIN

ADDED 04/03/24)

£1,004.50

£ 9.08 (£9.08 INTEREST

ACTION: MJ to send report to **CP** to upload to minutes. **ACTION COMPLETE AS ABOVE**

- **OBSERVING/OUTREACH**

1. RSPB Observing evening on March 8th: discuss requirements.
2. Astronomy observing for school children-event in Chichester on March 20th at 16.30: discuss requirements.
3. Outreach event at Assembly Rooms Chichester on Saturday March 26th: discuss requirements.

1, 2, 3 discussed see earlier Minutes.

- **RISK ASSESSMENTS**



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CP has uploaded a risk assessment template to the SEGAS Googledrive to assist SEGAS to compile a template that all Groups can utilise. Should we be doing our own risk assessment for events? Should we be adding a warning to our Membership Form to ask people to sign saying that they are aware of the uneven entrance pathway, dangers of hot drink provision, and they will take responsibility for their own allergies and for giving us instructions if they think they may need medical attention in meetings (diabetics, weak heart, allergies...)? All discussed.

ACTION; Chair to do a Health and Safety brief at the start of Meetings to remind people of relevant items on SDAS Risk Register. **CP** will compile a Risk Register, ask RB to upload to our website and also will provide a Risk Assessment (RA) for any events that aren't covered by other organisations' RAs. **Chair** to approach Planetarium, Portsfield School, RSPB to check their RAs.

- **INSURANCE**

Chair discussed federation position regarding the seeming lack of insurance for SDAS at present. Observing evenings would need to be cancelled.

ACTION: Chair to monitor the situation with SEGAS and inform the Committee of SDAS if insurance is not shortly in place so that SDAS can purchase an insurance.

- **AOB**

1. **ACTION: PB and Chair** to apply for lottery funding, sum £2000, to finance a Cstar-S50 telescope for SDAS.
2. Chichester have formed an astronomy Group, 15 members but all beginners, they may join our Group. One member has joined already.

- **DATE OF NEXT MEETING: Friday May 31st 19.00**