



Southern Men's Shed Network

Monday 16th July 2018

www.smsn.org.uk

Hosted by Waterloooville Men's Sheds

(Venue: Cowplain Activity Centre, Padnell Road, Cowplain, Waterloooville. PO8 8EH)

Present: See attached list (approx 35 in total)

Apologies: Brian Cooke (Andover), Lois Prior (I.O.W.), Andy Pottinger (Portsea)

Steve Redrup (SMSN Co-ordinator) chaired the meeting.

1. Welcome and Introduction

Stephen Redrup welcomed everyone to the Cowplain Activity Centre where we were guests of the Waterloooville Men's Shed. He thanked the Waterloooville Shed for setting up the event and providing food & refreshments and Bob Porter for offering to take notes during the meeting.

Steve also highlighted that the hosting shed takes on the cost of the room and refreshments and therefore rely upon the donations made at the meeting, so please give generously.

Stephen also apologised for the later start. This was unfortunately due to the hall being used by an event which was not due to finish until 1pm in spite of the fact that we were lead to believe the hall would be available from 12:30pm.

Stephen also welcomed John Mitchell from Export and General Insurance Brokers.

2. Welcome to Waterloooville Men's Shed

Presentation on Waterloooville Shed by Bob Porter (Waterloooville Secretary).
Copy of the Presentation is available on the Network Website

3. General Shed News/Updates

Portsea – Currently Shedless. The 3 year lease has expired and was not renewable. So far no other venue has been located though there is a possibility of being located in the Portsmouth Historic Dockyard (Storage Shed 9). Some update of the facilities would be required, such as fire escapes, so the time scale is currently unknown.

Southbourne – The 3 year lease expires in September but this has now been extended for a further 3 years. A £1,000 grant from the Community Fund has been won to help improve facilities.

Christchurch – A building has been located in a Dorset Council youth facility offering a car park and an 18m X 11m building with an upstairs area that could be used for storage. There are issues with the building including the roof which is corrugated concrete possibly including asbestos.

Alton – Currently they are located in a very small workshop and have been looking for better accommodation. There is a residential care home owned by 'Friends of the Elderly' in a village close to Alton who are offering the use of two rooms in an unused wing for craft and hobby activities, and the possibility of the construction of a

new sectional building on the site to house workshops for larger tools and machinery. There were some concerns expressed about the management and control the care company would require, and the type of activities that they would be required to suit their own clients.

4. UKMSA News (Kookie)

Unfortunately this item was not discussed as Brian Cooke was unable to attend.

One of the questions that had been raised and it was hoped that Brian could update us on was Insurance. Steve Redrup passed on some brief points which had been sent by Brian and some discussion took place. It is hoped that Brian will be able to give a full and comprehensive response at the next meeting.

5. Export and General Insurance Brokers.

John Mitchell gave a brief presentation and Q&A regarding the brokerage's efforts to produce insurance schemes specifically for Sheds.

They have a suite of products developed with Mike James of UKMSA.

An instant quote can be obtained online at: www.mensshedinsurance.co.uk

There was some discussion and questions raising issues such as employees and trustee liability, and the efforts to have a basic Men's Shed cover through the UK association; which responded to Christchurch Shed's early observation that they had written to UKMSA suggesting a policy be available as part of the membership of the Association.

6. Half-Time break and discussion on topics of concern/interest

7. Update on CIO Year End Accounts presentation and discussion (Steve Redrup)

Copy of the Presentation is available on Website

SR updated his previous advice concerning Year End Accounts and Annual Reports for the Charity Commission required from CIO's.

It would now appear that Annual returns are required to be completed online, supported with PDF copies of the Accounts and the Trustee's Annual Report for all CIO's with incomes less than £10,000 and £25,000.

Templates are available on the Network website and members were advised to use them.

At the previous meeting, the presentation showed information from the Charity Commission's Website which seemed to indicate that: -

- Charities with income below £25k are not required to submit trustees annual report or accounts
- Between 10k and 25k still required to submit annual return (just resubmit/update of registration data)
- But should have accounts available anyway as Charity Commission may request at any time so might as well submit them.

After receiving communications from the Charity Commission (for Portsea Men's Shed Returns), the email contained links to a different web page stating a different requirement: -

(<https://www.gov.uk/guidance/prepare-a-charity-annual-return#what-a-charity-annual-return-includes>)

Charitable incorporated organisation (CIO)	
Income	What you need to submit
£0 to £10,000	Your annual return online , PDF copy of accounts and trustees' annual report
£10,001 to £25,000	Your annual return online , PDF copy of accounts and trustees' annual report
£25,001 to £250,000	Your annual return online , PDF copy of accounts and trustees' annual report (external scrutiny required)
£250,001 to £1 million and total assets below £3.26 million	Your annual return online , PDF copy of accounts and trustees' annual report (external scrutiny required)
over £1 million or gross assets over £3.26 million and gross income over £250,000	Your annual return online , PDF copy of accounts and trustees' annual report (with external scrutiny and full audit)

For accounts with incomes below £25,000 you don't need to go through external scrutiny unless stated as a requirement in your governing document.

- For Trustees Report template is available with these sections (web link in presentation)
www.gov.uk/government/publications/trustees-annual-report-template-sorp-frs-102
- Accounts: only need to be "Receipts and Payments based"
Receipts and payments accounts pack and templates (CC16 from Gov.uk website)
<https://www.gov.uk/government/collections/receipts-and-payments-accounts-pack-cc16>

Copies of these templates will also be on the Network Website with this meeting's documents.

8. AOB

Membership

Hastings and St Leonards raised issues regarding membership:

- a. Members who join but then never turn up. This was a particular issue when fees were paid by attendance rather than annually.
The general feeling of other's present was that an annual subscription would work best.
- b. Disabled, those with issues, those requiring carers, and those referred from Social Services / Stroke Association and even local doctors and such like. The general feeling was that there should be no bar to membership of Sheds because of such issues. A variety of strategies had been adopted by Sheds, from general criteria such as able to work unsupervised, to limiting activities, careers using the tools / machinery and just slowly opening up activities.

The issue of insurance was raised, with the suggestion that to cover one's self, a risk assessment should be undertaken.

The Vulnerable People legislation was also brought to members attention.

SR reminded members that questions could also be raised through the SMSN Forum on the Network Website. These questions and any resulting answers would automatically be sent to all subscribed members through the weekly newsletter.

9. Next SMSN Meeting

Monday 8th October.

No Hosting Shed available at this point, so if any Shed would like to host the October meeting then please contact Steve Redrup (smsn.coordinator@gmail.com).

10. (3:35pm) Meeting closed.

Thanks for Waterlooville Shed for hosting.