

MINUTES OF BOARD MEETING



Meeting Title OutdoorLads Board Meeting April 2018
Location: Priory Rooms, Quaker Meeting House, Bull St, Birmingham
Date and Time Saturday 1st February 2026 at 9:15am

Attendees

- Joe Bailey (chair)
- Daniel Lyons (vice-chair)
- Stu Innes (treasurer)
- Steven Fayers
- Laurence Quirke
- A Gavin Blackman

- Liam Russell (staff)
- A Yvonne Goldsmith-Rybka
- A Dan Byrnes

01/26 Apologies for absence

Apologies were received from Gavin Blackman, Yvonne Goldsmith-Rybka, and Dan Byrnes. All apologies were accepted.

02/26 Declarations of Conflict of Interest

There were no Declarations of Conflict of Interest.

03/26 Approval of previous minutes and matters arising

The previous minutes from the meeting held on 27 October 2025 were **approved** as a true and accurate record of the meeting.

Matters arising

65/25 – Daniel provided an update on this item.

Trustees discussed a possible self-declaration for leaders of overnight events to be implemented in future.

Daniel is to prepare a paper on how and if OutdoorLads would manage any future situations that could arise if someone inaccurately self-declared on this statement.

DL

04/26 Office Report

The office report had been provided in advance for pre-reading. Liam highlighted some items for particular discussion.

Leader weekends – these are taking place in February and March. They are valuable and delivered great results last year, however we may need to think about how we use these to have maximum impact rather than them becoming a set, regular “norm” in the calendar.

It was agreed that we would ask leaders for their thoughts on the weekends and gather thoughts on how and what they would like to see in future. The budget spend ringfenced for these could potentially be used a different way in future years. This may even be something we could obtain external funding for.

It was also noted that there has not yet been one in or close to Scotland, so maybe this could be a focus for 2027.

Foundation – figures had been provided in the report about recent foundation use and the use of it, for example for leaders to recce a walk. It was discussed if this should be paid for by the Foundation, or come under the Leader Credits and Expenses Policy? It was clarified that this is covered by that policy already, and that those wishing to claim in this way should e-mail in to the office in advance to ask for payment.

Policy reviews – Policy review to be added to the agenda for the next meeting. All policies should be owned by someone and have next review dates alongside each policy. There should also be a trustee signature at the bottom of every policy from the next review date.

LR

The health and safety policy requires review as a priority.

Small claims court – Liam updated trustees with details of a supplier who owes the organisation £1600. This has been passed to the small claims court who have issued a CCJ against the supplier. If this is not forthcoming in a couple of months, we can make a decision to enforce the CCJ, however costs of doing this will need to be investigated.

05/26 Finance update

The profit and loss figures year to date were provided in advance for review. Balances are healthy and in line with expectations.

Trustees discussed if moving to an accruals system would be of benefit. This would increase transparency as expenditure for an event would appear in the month of that event, regardless of when the actual payment was made or income received.

Liam confirmed that Beever and Struthers do currently move money around when preparing the annual accounts, for example apportioning membership income and event costs into the correct financial year.

Stu is to discuss with Yvonne about how we could take this forward. It was noted that this would require staff development and training, and also a clear plan for how we move to such a system. It was suggested that this also be discussed with Beever and Struthers in advance. **SI**

Daniel asked about the budget performance against the budget. Liam confirmed that a budget is set, however this can be entered into Xero to enable these types of reports. This would be undertaken from April 2026. **LR
YG
R**

06/26 Risk Register

The risk register had been distributed in advance for review. There were no further matters to update on at the present time, other than the matter discussed earlier at minute 65/25.

07/26 Appointment of Cycling Technical Advisor

A paper had been circulated in advance outlining the reasons for appointing Skip Evans as the Cycling Tehnical Advisor. The appointment was unaminiously **approved**.

08/26 Bank account permissions

Trustees discussed and unaminiously approved the following bank account permissions.

Virgin Money (current account)	Liam Russell, Joe Bailey, Stuart Innes Admin signatory: Yvonne Goldsmith-Rybka
Aldermore (savings)	Liam Russell, Yvonne Goldsmith-Rybka, Stuart Innes
Nationwide (savings)	Liam Russell, Joe Bailey, Stuart Innes
Monmouthshire Building Society	Liam Russell, Joe Bailey, Stuart Innes
Vernon Building Society	Liam Russell, Joe Bailey, Stuart Innes, Yvonne Goldsmith-Rybka
Barclaycard	Cardholders: Liam Russell, Dan Byrnes, Yvonne Goldsmith-Rybka, Steven Allan Main account owner: Liam Russell Authorised signatory: Stuart Innes

The above chart is to be updated in the Appendix of the Finance Policy **DB**

09/26 Project Growing Together

The launch of the Leaders Reward System to run from now until the AGM, was noted. There were no further updates to provide.

10/26 Website update

Liam gave an overview of current activity with Adaptive. They are progressing with the user experience review, and the initial mock-up looks great. This should be available for review in late February.

11/26 OutdoorLads bar proposal

Liam had circulated a paper proposing up to £2500 spend on updating the technology in use on the bar, in time for BSC 2026. This would simplify the set-up significantly and improve ease of use for volunteers.

The proposal was **approved**.

12/26 Round table for each trustee to give updates

There were no further matters requiring discussion.

13/26 Confirmation of dates

- Monday 27th April 2026 at 7:30pm (online)
- Monday 15th June 2026 at 7:30pm (online)
- Monday 14th September 2026 at 7:30pm (online)

14/26 Meeting close

The meeting closed at 11am.

The meeting closed at XXX

