

GOSHA

Guernsey Occupational Safety and Health Association

Minutes of the Annual General Meeting held at
The Trelade Hotel, Forest, Guernsey on
22nd November 2007 at 6.00pm

Andrew Mills, Chairman, opened the meeting at 6pm and welcomed the members.

1. Apologies

Richard Pinchemain
Sarah Dorey
Nigel Dorey
Richard Brown

2. Minutes of the AGM held on 30 November 2006

Andrew Mills explained that the minutes had been circulated to all members following the AGM in 2006 and no amendments had been received. The minutes were approved.

3. Matters arising

None

4. Chairman's Report

The Chairman addressed the meeting and gave the following report:-

2007 Chairman's Report

It has been a privilege to be chairman of the Guernsey Occupational Safety and Health Association. We have supportive members and a willing, proactive committee.

During the past year we have worked on a number of initiatives and have concentrated on delivering information and presentations we feel are beneficial to our members. Newsletters are delivered every other month, open meetings take place at quarterly intervals, our website has evolved (the number of 'hits' in the past 6 months is approaching 1000) and we have developed good working relationships with government bodies, other associations (such as JOSHA) and training groups.

The support provided by Richard Brown, Guernsey's Chief Health and Safety Officer, has been invaluable and we are very grateful for all Richard has done for us.

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We have reviewed our approach and considered our strategy under the key headings of education, membership and communication. Some good ideas came from our working groups including managing safely (a basic introduction to health and safety for small businesses) which we are preparing for delivery in 2008, window stickers for buildings and cars, more focused liaison with the media, GOSHA posters to promote better workplace safety, added value for members (including visits and open meetings at cost price, our regular Guernsey oriented newsletter and website and being part of a unique network of contacts and experts in Guernsey) and liaison with a wider range of associations, businesses, business groups and other organisations. We will continue to develop these and other ideas in 2008.

Our open meetings have been well supported (on average 40 people have attended each meeting) which reflects the quality of our speakers and the relevance of the topics they have chosen. Our thanks to all our speakers and their employers (in the past 12 months, Event Services, St John Ambulance and Rescue Service, States of Guernsey Environment Department, BUPA, Normandie Health & Safety, R G Falla, UK HSE and Guernsey Electricity), none of whom have charged us for their time or presence. A list of our open meetings is given in our website.

Site visits provide a unique opportunity to see good workplace health and safety in action. The benefits of doing things properly are readily seen including a more efficient and cost effective business operation. A safe and healthy workplace contributes to a happier, committed and healthier workforce. Our visit to R G Falla's Les Nicolles School development provided a good practical example.

Joel Lanyon volunteered to take on our website in early 2007 and subsequently designed and launched a new site, which has continued to evolve ever since. Joel has used his creative talents to good effect in the site, in designing a new logo for us and in producing a variety of eye catching posters, flyers and other documentation – thank you, Joe.

We are keen to extend our membership and have distributed several hundred flyers to businesses and other organisations in Guernsey. We have also encouraged enquirers to come along to open meetings and have received positive feedback.. Word of mouth recommendations have proved to be the best means to secure new members with members conveying the benefits of being a member of GOSHA to business associates, colleagues and clients. Window stickers have been produced, are noticeable and convey a positive message about GOSHA and workplace health and safety in our island – please use your sticker! We will continue to work on our promotional activities in 2008.

During 2007 we were sad to learn of the sudden death of Allan St John Holt. Allan had a unique international career, not only working in a senior capacity with major organisations around the world (he was most recently employed by Royal Mail) but also writing books and delivering lectures with international respect and renown. He encouraged us to start GOSHA and spoke at our inaugural meeting. His influence, knowledge and support will be greatly missed.

Also in 2007, Terry Nash decided to retire from business and from GOSHA. Terry was one of the founders of GOSHA and has put a lot of time and effort into our association since 2004, especially in his role as secretary and then treasurer. Thank you for all you have done, Terry.

Our finances remain healthy. We are conscious of our obligation to use funds wisely to fulfil the aims of GOSHA. We continue to be a not for profit association run by unpaid volunteers. Our funds will help to support new training initiatives in 2008. Mhairi Macgregor is our treasurer and I'd like to record my thanks to her for undertaking this role.

David Norman and Clare McArdell have provided valuable support and Vice Chairs of GOSHA. I am grateful for all they have done from interviews on Radio Guernsey to providing sandwiches for our committee meetings!

Jon Coyde has taken on the role of secretary with enthusiasm and energy. He has also freely offered his expert professional knowledge from his professional role as a health and safety consultant in Guernsey to benefit GOSHA. Thank you, Jon.

There are 10 members of the GOSHA committee all from a wide range of backgrounds, as you will note from the website. Each person has added to the well-being of our association and has given their time for the benefit of members. They all deserve our thanks and encouragement.

GOSHA is such a worthwhile association. Its key aim is to help others and it does that. I am sure that accidents, injuries and illnesses have been prevented because of action people have taken as a result of things we have done.

We can be proud of that and encouraged to continue to promote healthy and safe workplaces in Guernsey.

Andrew Mills
Chairman
22nd November 2007

5. Current Membership

The Secretary reminded members that membership runs from the 1st November 2007 to the 31st October 2008. Current membership consists of 7 individuals, 12 corporate and 1 charity. The Secretary expects additional memberships to come in shortly.

Company/Name	Main Contact for membership	Type of Membership
Simon Welch (Health and Social Services)	Simon Welch	Individual
RG Falla	Graham Brook	Corporate
Granite Le Pelley	Phil Le Roy	Corporate
Islands Insurance	Peter Rowe	Corporate
States Works	Nigel Dorey	Corporate
Rob Phillips (RG Phillips)	Rob Phillips	Individual
Tony Hubert (RG Phillips)	Tony Hubert	Individual
OCS – One Complete Solution Ltd	Mike De Laune	Corporate
Insurance Corporation	Andrew Mills	Corporate
Kleinwort Benson	Sarah Holland	Corporate
Environmental Health and Pollution Regs (SOG)	Jane Cutting	Individual
Sarah Dorey (Saffery Champness)	Sarah Dorey	Individual
Ogiers	Tony Durham	Corporate
Education Department	Sheena Wheeler	Corporate
Steve Le Tissier (Event Services)	Steve Le Tissier	Individual
Clare McArdel	OCHI Ltd	Individual
Vaudin Stonemasons	Lance Vaudin	Corporate
Marine and General	David Norman	Corporate
St John Ambulance and Rescue Service	David Eaton	Charity
Normandie Health and Safety Limited	Jonathan Coyde	Corporate

6. Accounts

The Treasurer reported that the association was in good financial health showing a balance sheet of £7,360.70. A consolidated balance sheet and a profit and loss account setting out all income and expenditure for the last twelve months is set out below;

GOSHA									
Bank Analysis - September 2007									
	Rec'd	Fees	Meetings	Interest					
Oct	545.00	170.00	375.00						
Nov	1,411.50	1,010.00	401.50						
Dec	842.50	635.00	207.50						
Jan	315.50		315.50						
Feb	626.00	270.00	356.00						
Mar	267.50	200.00	67.50						
Apr	13.50		13.50						
May	636.50		636.50						
Jun	34.75		34.75						
Jul	82.50		82.50						
Aug	19.25		19.25						
Sep	417.00		417.00						
	5,211.50	2,285.00	2,926.50	-					
	Paid	Lunches	Website	Insurance	Meetings	Refunds	Stationery	Grats	Charges
Oct	-								
Nov	668.99		19.99		649.00				
Dec	1,060.11				985.50		74.61		
Jan	25.00								25.00
Feb	-								
Mar	953.00	65.00		200.00	688.00				
Apr	-								
May	612.00	58.50			553.50				
Jun	37.25							37.25	
Jul	200.00					200.00			
Aug	189.25	45.50			143.75				
Sep	507.50	35.00			472.50				
	4,253.10	204.00	19.99	200.00	3,492.25	-	274.61	37.25	25.00
	£								
B/fwd	6,402.30								
Receipts	5,211.50								
Payments	(4,253.10)								
C/fwd	7,360.70								
GOSHA									
Income & Expenditure Account - September 2007									

GOSHA, Profit and Loss Account - Monthly Analysis - Year ending 30th September 2007													
	2006			2007									
	October	November	December	January	February	March	April	May	June	July	August	September	Total
c/f from 2006	£6,402.30	£6,947.30	£7,689.81	£7,472.20	£7,762.70	£8,388.70	£7,703.20	£7,716.70	£7,741.20	£7,738.70	£7,621.20	£7,451.20	£6,402.30
Membership fees	£170.00	£1,010.00	£635.00		£270.00	£200.00							£2,285.00
Invoices Feb 06 meeting	£38.50												£38.50
Invoices 18th May 06 meeting	£40.50												£40.50
	Income												£0.00
19th October 06 meeting	£296.00	£54.00		£32.00	£27.00								£409.00
14th Nov 06 meeting		£347.50	£207.50	£94.50	£110.50								£760.00
22nd Feb 07 meeting fees				£189.00	£218.50	£67.50		£121.50					£596.50
24th May 07 meetings fees							£13.50	£515.00		£13.50	£13.50	£27.00	£582.50
27th July 07 meeting fees									£34.75	£69.00	£5.75		£109.50
20th Sept 07 meeting fees												£390.00	£390.00
Interest on bank account													£0.00
Monthly total	£545.00	£1,411.50	£842.50	£315.50	£626.00	£267.50	£13.50	£636.50	£34.75	£82.50	£19.25	£417.00	£5,211.50
TOTAL													£0.00
Costs													£0.00
committee meeting lunch costs						£65.00		£58.50			£45.50	£35.00	£204.00
Website		£19.99											£19.99
Insurance						£200.00							£200.00
Meeting Costs (La Trelade) & site visit		£649.00	£985.50			£688.00		£553.50			£143.75	£472.50	£3,492.25
Refunds													£0.00
Stationery and printing			£74.61							£200.00			£274.61
Retirement presents / gratitudes				£25.00					£37.25				£62.25
TOTAL Costs	£0.00	£668.99	£1,060.11	£25.00	£0.00	£953.00	£0.00	£612.00	£37.25	£200.00	£189.25	£507.50	£4,253.10
Profit (Loss) in period	£545.00	£742.51	-£217.61	£290.50	£626.00	-£685.50	£13.50	£24.50	-£2.50	-£117.50	-£170.00	-£90.50	£958.40
Cumulative profit	£6,947.30	£7,689.81	£7,472.20	£7,762.70	£8,388.70	£7,703.20	£7,716.70	£7,741.20	£7,738.70	£7,621.20	£7,451.20	£7,360.70	£7,360.70
Profit of £	represented by balance in GOSHA account at RBSI, Guernsey Branch Account No.10329237												

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7. 2008/2009 fees

A show of hands agreed that 2008/2009 membership fees should remain unchanged; £100.00 for corporate membership and £35 for individual. No charge for Charitable Institutions who wished to be members.

8. Election of Officers

The Chairman explained that a new committee member wished to come on board – Ian Whattam, but this exceeded the original constitution of 10 committee members. All proposals were put to the vote of members at the AGM and were unanimously accepted.

Chairman	Andrew Mills
Vice chairman	David Norman and Claire McArdell
Secretary	Jonathan Coyde
Treasurer	Mhairi Macgregor
Members	Michael Earp Richard Pinchemain Steve Roussel Joel Lanyon Paul Craig Tony Hubert Ian Whattam

9. Added Benefits for Members – ideas

Andrew would like feedback on the following ideas in order to give members additional benefits in 2008/2009

- Subsidised and accredited health & safety training courses. Initially GOSHA is investigating provided a managing safely course for small businesses.
- Corporate subscription to ROSPA in order to allow members access to website and publications
- Additional fire safety awareness presentations
- Funding projects aimed at non members (no objections were raised)

10. Events for 2008

The Chairman confirmed that there would be 4 open meetings in the coming year and that the committee will continue to endeavour to provide events which were relevant to member's interests and to do this he needed feedback from membership.

11. AOB
None