

**MINUTES OF A COMMITTEE MEETING OF THE SOUTH  
WEST BRANCH OF THE BCS HELD AT THE PACK HORSE  
INN, SOUTH BRENT ON SEPTEMBER 19<sup>th</sup> , 2006**

**Present:** Prof S Furnell, Dr P Dowland, Mr S Razak, Mrs S Atkinson, Mr K Chamberlain, Mr E Draper, Dr N Clarke, Ms J Kneller, Mr P Davies

**Apologies:**

**MATTERS ARISING FROM MEETING 6<sup>th</sup> JUNE**

1. The following matters arose from the previous meeting:
  - JK reported that she had received a “pack” from HQ containing some instructions for the Treasurer post. SF agreed to email JK some past previous treasurer’s reports.
  - It was noted with sadness that John Hall had passed away since the last meeting. His contribution to the work of the Branch over the past 20 years or more was immense and those present discussed how best this contribution could be honoured. PDav reported that he had written to John’s wife to pass on the Committee’s condolences. After due consideration, it was agreed that the Student Project Prize for 2007 be given in his name.

**EVENTS PROGRAMME 2006-2007**

2. The following events were discussed for the period September 2006 to June 2007:
  - October 10th: PDow was pleased to report that he had obtained a speaker from Barclays Bank to give a presentation on computer forensics.
  - November: SF reported that he had followed up the Land Registry suggestion and had a limited response. It was agreed that this event be postponed for the time being (SF and PDow to consider progressing this later). As an alternative, SF suggested a presentation on Professional Issues that the past BCS President may be able to provide. SF agreed to consider this further.
  - December 5<sup>th</sup>: PD tabled proposals for a “Your Hired” recruitment advice event. Those present discussed their thoughts on this and it was agreed that PD goes ahead and organises this. SA and JK agreed to judge CV’s and ED and PD would be two of the interviewing panel for the interviews. ED suggested that someone external to the Committee could perhaps be invited to the interviewing panel. PD is to produce suitable copy for publicising this event and pass this to PDow.

- January: BT Skynet (PDow) or Police (SF). PDow and SF to investigate. No action yet taken
- March: Possibility of an event at the Babbage Museum. As an initial step, SA and KC agreed to investigate availability of the Museum in the evenings. This could be the nominated Branch 50<sup>th</sup> Anniversary event.
- April: Student Evening in Exeter. SF to discuss with Exeter University.
- May: AGM. Action outstanding - PD to contact Bristol Branch to research presentation they received from Sean Brennan.
- Other events: KC reported that the cost of the boat trip up the Dart would cost around £850 for the just the boat. Because of the cost and the possible difficulties in selling 100 tickets, it was decided to postpone this idea. KC also provided details of the proposed coach trip to Internet World. This is to be discussed in more detail at the next meeting.

#### **A.O.B.**

3. SF stated that he would approach the Branch's Board to apply for the project and degree prizes for 2007.
4. It was agreed that the next meeting will be on **Tuesday, November 7<sup>th</sup>, 7.00pm at the Pack Horse Inn, South Brent.**

PD  
21.09.06

#### **POST MINUTE NOTES**

Janet emailed the following on 21.09.06:

1. The BCS financial year runs May-April.
2. There seems not to be an absolute limit on when claims should be submitted, but the guidance on the back of the form says ""Volunteers are asked to submit claims as soon as possible after incurring the expenditure or accumulated until the end of the month"". So it looks like on a per-meeting basis is preferred.