

Ellingham Community Trust

Minutes: 6th November 2013

Ellingham Village Hall

Present: Gustav MacLeod, Heather Cairns, George Unwin, Robert Stuart, Christopher Watson

Approval of Minutes: Minutes of 10th October (previously circulated) were approved and signed.

Matters Arising: *Subsidy of 460 bus service* – HC/GM had discussed with Mrs Machen – suggestion that the payment system works well and should be retained. GM noted that passengers using bus service from Bell View, Belford, also pay and have support carers. Noted that Bell View offers a wide range of activities for the elderly – GM to visit and see what facilities are available with a view to considering some similar activities for Ellingham parishioners.

Decision: *460 bus service not to be subsidised at present.*

Action: *GM visit Bell View.*

Annual reports to Charity Commission and Companies House – separate reports required; Charity Commission provides proforma, Companies House requests Treasurer and Chairman's report. Amanda Maskery (Sintons) had advised moving towards becoming a Charitable Incorporated Organisation effective April 2014, after which only Charity Commission report required to be submitted.

Decision: *GM to instruct A Maskery to carry out work necessary to make this change.*

Funding applications – S Pringle had emailed GM informing him that she had cancelled planned course due to lack of time and would return £200.00 funding to Trust.

Action: *GM to request that repayment is made by bank transfer.*

Trustees Election: Only one application received, from Stanley Calvert. He returns to UK on 18th November so interview time/date will be arranged for after that date. All agreed that as only one candidate, if a late application was to be received up to end of current week then this would be considered.

Action: *GM to set up interview date with Mr Calvert.*

GU/GM attended 'being a trustee' workshop run by Sintons. Interesting event, a lot of emphasis on ensuring correct insurance cover is held. Noted that all Trustees should all be party to/agree on decisions made and that liability of retired trustees should be covered by insurance.

Action: *CW check insurance details.*

Treasurers Report: CW presented summary of accounts and Treasurer's report for AGM. Current balance £68,644.10. GM noted that £4,200 had been spent on consultancy but £3,500 of this will be repaid by grant from Renewable Energy Fund. Accounts to be audited after AGM.

GM had been approached by "CheckOut Charity", a web-based scheme which allows organisations to receive funding donations. Cost £140 pa. All agreed not appropriate for Trust.

Decision: *GM to inform company that Trust will not proceed with this.*

AGM Agenda/Chair and Treasurers Report: Chair and treasurer's report accepted by all. Draft agenda approved with slight amendment – item 5 'election of Trustees' and item 7 'emergency items'. Noted that Trustees have to stand down but as no further nominations were received by deadline of 1st November Trustees will be re-elected.

Update on Green Energy Schemes: HC/GM attended renewable energy workshop – 3 interesting case studies and useful guidelines and advice, plus contacts of organisations which can advise on matters such as connecting to the National Grid, legal, financial and consultancy advice etc.

Information on planned projects received yesterday from Ethical Partnerships. Cost of school biomass project £31.5k; school photovoltaics £28k – pay back on both over 6 years. Brownieside Quarry – very big scheme, cost around £225k with profit over 24 years of £338k. Concern expressed that planning permission not yet granted for biomass project – planning application had been returned as

MINUTES

dimensions had not been given. Presume it has now been resubmitted however, given timescale for planners to examine and approve scheme, it could be another 2-3 months before the application is granted.

Solid Fuel Scheme – storage offered by Pip Robson. In order to ascertain which parishioners wish to benefit from this scheme CW will prepare flyer which Trustees will deliver by hand to every residence in parish (excluding holiday homes). Form will include request to keep household information (name/address/contact details) on database for future use – data protection clause to be included. Residents to complete and return form after which fuel will be delivered – this likely to be in early December. Trustees will deliver fuel to households – they will be paid expenses of 45p per mile to cover fuel costs.

Action: CW produce flyer; All to deliver to parishioners.

Broadband Satellite Scheme: Meeting with BT and NCC had been helpful. BT Surveyor/Network Planner, Simon Roberson, to produce parish network plan showing which areas of parish will not be covered by funding and advising of cost to extend to these areas. NB – last tranche of funding for broadband is public money and therefore BT has to demonstrate that it can be used cost-effectively – serving most remote and sparsely populated areas would not be cost-effective. Estimated that 16% of properties in the parish would get superfast broadband, 40% would get improved broadband (between 10 and 24 MB/s) and the remainder would not get any upgrade.

BT will also advise on costs of installing as a community, although cautioned that if installed by Trust then the Trust would be responsible for maintenance. GM to investigate what level of maintenance would be needed.

GM with G Carr to attend 'show-tell day' at B4RN, Lancaster, to see what has been done in that area and whether similar could be undertaken in Ellingham parish. GM will claim travelling costs @ £0.45 per mile.

Review of Ethical Partnership arrangements: Review meeting arranged for 22nd November, subject to CW being available. CW to draw up draft criteria for programme management. Trust to look for another company which could undertake programme management as well as discussing options with Ethical Partnerships.

Decision: Investigate options for programme management – All.

Action: CW to confirm availability on 22.11.13; CW to draft out programme management criteria and circulate to Trustees.

Applications for Funding: No applications received however Ellingham Leek Club has enquired as to whether funding would be available to enable the Club to continue putting on community-wide social events.

Decision: All agreed that Leek Club should be advised by CW to submit application.

Next Meetings:

AGM Wednesday 20th November 7pm in Ellingham Village Hall

Wednesday 4th December; Wednesday 22nd January; Wednesday 5th February - all at 7pm in Ellingham Village Hall

Minutes prepared by: Elspeth Gilliland

MINUTES