

## ELLINGHAM COMMUNITY TRUST MINUTES FROM MEETING HELD 5 DECEMBER 2024 ELLINGHAM VILLAGE HALL

ATTENDEES	
NAME	ROLE
Virginia Mayes-Wright (VMW)	Clerk
George Unwin (GU)	Trustee
John Thompson (JT)	Vice Chair
Brenda Frier (BF)	Trustee
David Metcalfe (DM) (remotely)	Chair
Judy Glover (JG)	Trustee
Louis Fell	Treasurer

APOLOGIES	
NAME	ROLE
Graham Edmonson (GE)	Trustee

	<u>MINUTES FROM THE PREVIOUS MEETING</u>	
2.	<p>The Trustees reviewed the minutes from the previous meeting held on 7<sup>th</sup> November 2024. Proposed by BF &amp; seconded by JT.</p> <p><b>ACTION : LF to complete Unity Bank updates. Ongoing.</b></p> <p><b>ACTION : GE to investigate further regarding costings for the Parish Magazine. Ongoing.</b></p> <p><b>ACTION : Clerk to check in with GE.</b></p> <p><b>ACTION : Clerk to update the spreadsheet with BF information.</b></p> <p><b>ACTION : Clerk to email hardwood applicants with the most recent comms.</b></p> <p><b>ACTION : Clerk to write a post on the AGM taking place with a link to the AGM minutes. Outstanding.</b></p>	<p>LF</p> <p>GE</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<u>Completed Actions</u> <ul style="list-style-type: none"> <li>Clerk to check in with the tenants at Preston to confirm tenancies. BF to undertake.</li> <li>LF to contact the outstanding payee. Ongoing. Trustees discussed and noted the support provided by one of the outstanding payee.</li> <li>DM to communicate with the payee.</li> <li>LF to offset payee costs for services in accounts.</li> <li>BF to communicate with second payee.</li> <li>LF to identify alternative hardwood supplier.</li> <li>Clerk to email parishioners when hardwood information when provided.</li> </ul>	
	<b><u>DISCUSSION POINTS</u></b>	
3.	<b>Treasures Report.</b> LF presented Treasurer's Report. LF noted the high expenditure this month owing to payment for the Solid Fuel Scheme, including the cash payments and coal; Village Hall grant; and other admin expenses including the hire of the Village Hall. Outstanding expenditure includes one cash payment and payment for the remaining hardwood logs.	
4.	<b>Applications/Review of Schemes</b>  <u>Solid Fuel Scheme</u> 8 hardwood log deliveries remaining. <b>ACTION : Clerk to email remaining hardwood applicants.</b> <b>ACTION : DM to email regarding log issues.</b>  The Trustees expressed their thanks to LF and Pip Robson for arranging the alternative hardwood supply.  <u>Green Scheme</u> GU reported one application received.  <u>TESS</u> No applications received.	Clerk DM
5.	<b>Communication.</b> The Clerk noted action from between meetings related to communication to outstanding Hardwood applicants.  The Clerk suggested an email to parishioners to wish them a Happy Christmas, and to check the email listing. <b>ACTION : Clerk to email all parishioners to wish them Happy Christmas.</b>	Clerks
6.	<b>AOB.</b> Note to all. Discussing Objectives at Jan meeting. <b>ACTION : Trustees to review Objectives before the next meeting.</b>	All
7.	<b><u>ARRANGEMENTS FOR NEXT MEETING</u></b>	

	<p>7.30pm, 9<sup>th</sup> January 2025, 6<sup>th</sup> February 2025, 6<sup>th</sup> March 2025, 3<sup>rd</sup> April 2025, 8<sup>th</sup> May 2025, 5<sup>th</sup> June 2025, 3<sup>rd</sup> July 2025, 7<sup>th</sup> August 2025, 4<sup>th</sup> September 2025, 2<sup>nd</sup> October 2025, 6<sup>th</sup> November 2025, 4<sup>th</sup> December 2025.</p> <p>All at Ellingham Village Hall.</p> <p><b>ACTION : Clerk to confirm meeting dates with Ellingham Village Hall.</b></p>	
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Minutes compiled by : Virginia Mayes-Wright

ECT telephone number – 03300 010393 (Trustee Brenda Frier)