

## ELLINGHAM COMMUNITY TRUST MINUTES FROM MEETING HELD 7 NOVEMBER 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
Graham Edmonson (GE)	Trustee
David Metcalfe (DM)	Chair
Judy Glover (JG)	Trustee

APOLOGIES	
NAME	ROLE
Louis Fell	Treasurer

	<u>MINUTES FROM THE PREVIOUS MEETING</u>	
2.	<p>The Trustees reviewed the minutes from the previous meeting held on 10<sup>th</sup> October 2024. Proposed by BF &amp; seconded by GF.</p> <p>ACTION : LF to complete Unity Bank updates. <b>Ongoing.</b></p> <p>ACTION : JG to provide all quotes for Trustees to review at the next meeting. <b>Completed.</b> JG presented the quotes to the Trustees from three companies. The Trustees discussed the options. More investigation needed. GE undertake an investigation of further information regarding costings.</p> <p><b>ACTION : GE to investigate further regarding costings for the Parish Magazine.</b></p> <p>ACTION : LF to contact the outstanding payee. <b>Ongoing.</b> Trustees discussed and noted the support provided by one of the outstanding payee.</p> <p><b>ACTION : DM to communicate with the payee.</b></p> <p><b>ACTION : LF to offset payee costs for services in accounts.</b></p>	<p>LF</p> <p>GE</p> <p>DM LF</p>

	<p><b>ACTION : BF to communicate with second payee.</b></p> <p>ACTION : Clerk to check in with the tenants at Preston to confirm tenancies. <b>Ongoing. ACTION : BF to undertake.</b></p> <p>ACTION : Clerk to post a reminder for the AGM. Not undertaken owing to the hardwood communication.</p> <p><u>Completed Actions</u></p> <ul style="list-style-type: none"> <li>• Clerk to request/remind invoice for the Village Hall payment.</li> <li>• LF to email accounts to Trustees.</li> <li>• DM to provide Chairman's report to LF</li> <li>• JT to contact and provide info to Clerk.</li> <li>• Clerk to put out messaging regarding hardwood.</li> <li>• Clerk to respond to the Green Scheme query.</li> </ul>	<p>BF</p> <p>BF</p>
	<b><u>DISCUSSION POINTS</u></b>	
3.	<p><b>Treasures Report.</b></p> <p>DM noted the Treasurer's Report had been emailed to Trustees. The Trustees reviewed the Treasurer's Report. Most of the expenditure is for Heat Log payments, two Green Scheme applications and Bank Charges. Income includes bank charges and outstanding payments for the heat logs.</p>	
4.	<p><b>Applications/Review of Schemes</b></p> <p>Note email from St Michael's Church thanking ECT for support.</p> <p><u>Solid Fuel Scheme</u></p> <p>The Trustees discussed the issues of the hardwood deliveries. DM noted that due to unforeseen circumstances, the supplier has encountered difficulties with making deliveries; as a result, and to ensure the timely delivery of hardwood logs an alternative supplier is being sourced. The Trustees committed to informing parishioners as soon as reasonably possible.</p> <p><b>ACTION : LF to identify alternative hardwood supplier.</b></p> <p><b>ACTION : Clerk to email parishioners when hardwood information when provided.</b></p> <p><u>Green Scheme</u></p> <p>Five applications in the past week, two paid and three outstanding. The Trustees discussed the applications.</p> <p><u>TESS</u></p> <p>None in the period.</p>	<p>LF</p> <p>Clerk</p>
5.	<p><b>Communication.</b></p> <p>The Trustees discussed the AGM and noted the number and variety of attendees.</p> <p><b>ACTION : Clerk to write a post on the AGM taking place with a link to the AGM minutes.</b></p>	<p>Clerk</p>

6.	<b>AOB.</b> The Trustees discussed the progress of the Photographic Archive.  DM noted the work being undertaken on the Objectives, and suggested scheduling further discussion for the January meeting.	
7.	<b><u>ARRANGEMENTS FOR NEXT MEETING</u></b>	
	7.30pm, 5 <sup>th</sup> December Ellingham Village Hall.	

Minutes compiled by : Virginia Mayes-Wright

ECT telephone number – 03300 010393 (Trustee Brenda Frier)