

Ellingham Community Trust

Minutes: 6th November 2014

Ellingham Village Hall

Present: Gustav MacLeod (in the Chair), Robert Stuart, Christopher Watson
George Unwin, Stanley Calvert.

Apologies for Absence: Heather Cairns.

Approval of Minutes: Draft minutes (previously circulated) were approved and signed.

Matters Arising: Chathill road safety – ‘VAS System’ approved by Trustees; contract awarded to Swarco due to quality of bid and price (circa £10,000). Delivery time approx. 6 weeks.

Treasurer’s Report: Bank account total £80,205.22 - Deposit Account £56,668.39; Current Account £23,764.83. Payment of £228.00 due to be made; committed spend of circa £13,000 in respect of log scheme, £10,000 in respect of road safety sign at Chathill and £30,000 in respect of school boiler.

ECT Log Scheme & LED Scheme Updates: LED Scheme – All distributed. Trustees to inform CW of how many GU10s have been reported as faulty then he will contact LED Hut for replacements. Remainder of B22s will be distributed at AGM.

Action: All/CW

Log Scheme – based on 2013 output when 114 forms were returned and deliveries made to 102 houses (12 requested cash equivalent) 51 pallets would be required for this year’s scheme, when allocation is half a pallet (48 packs) per household. CW proposed increasing this to 50 packs per household and ordering 55 pallets to ensure sufficient logs for any additional orders received from parishioners who did not request logs last year. Members voted unanimously in agreement to this.

CW had prepared information sheet, application form and collection ticket all of which will be checked by GM then printed and delivered to all households in the parish – return date for orders is 28th November.

Although collection is required, in conversation with RS Andy Frater had offered to deliver logs to Tynely and Brownieside residents.

Action: CW/GM/All

School Boiler/Green Energy Schemes: Legal Agreement has been passed to Head Teacher who should have passed on to the Church Solicitors. GM will call Head to ascertain progress and to check about monthly payments. Boiler will be delivered within 8 weeks of ordering so installation is likely to be February half term or Easter holidays, unless school can put suitable health and safety measures in place to have boiler installed during term time. SC asked whether payments would be made prior to registration with Ofgem being completed – GM will check this with Alan Creedy.

Action: GM to contact School & Alan Creedy

Broadband Update: John Cooper had informed GM that a company called ‘Avalon’ will install fibre from BT cabinets to homes and premises. However as currently dealing with Cybermoor will wait to hear situation with them (an answer is expected by next week at latest).

AGM/New Trustee: Draft agenda discussed and agreed. GM has drafted Chairman’s report; this and CW’s Treasurer’s report to be circulated to Trustees prior to AGM. GM will display AGM agenda on village noticeboard; notification has already gone out in November Parish Magazine.

Action: GM/CW

Regarding Trustees standing down, SC advised members that it is usual that directors stand down at an AGM and are immediately re-elected. He further noted that a previous discussion and

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vote at a Trust meeting had agreed NOT to increase the number of Trustees from 6. Although HC had volunteered to stand down this was thought to be mainly because there was a misunderstanding about whether or not a Trustee had to resign. GM will clarify with HC whether or not she does wish to resign.

Action: GM

SC noted that he has raised issues in the past regarding governance of the Trust, in particular that no single Trustees has the right or power to make decisions or take actions on behalf of the Trust without matters being properly discussed and voted on at a meeting. Trust business should not be conducted via email and board meetings are private and should remain so. If individuals are invited then this should be agreed prior to the meeting by all Trustees. He further noted that the role of the Chairman is to chair meetings. He also stated that he would be willing to take on role of Chairman.

CW agreed but added that the Chairman works very hard and so on occasions may make mistakes, which will/are pointed out by other Trustees and dealt with. CW also noted that whilst the main Trust business should not be conducted by email, from time to time there may be something which requires an urgent response and in these situations email could be used.

All Trustees agreed that GM should remain as Chairperson, RS as Vice-Chairperson and CW as Treasurer.

Dates of next meetings: AGM Wednesday 26th November 2014, 7pm
Wednesday 10th December, 7pm

Minutes prepared by: Elspeth Gilliland