

Ellingham Community Trust

Minutes: 8th October 2020, 7pm in Ellingham Village Hall

Present: David Milne (in the Chair), George Unwin, Robert Stuart, Judy Glover, David Metcalfe, Louis Fell.

Apologies for Absence:

1. Approval of Minutes:

Draft minutes of 17th September 2020 were approved, proposed by Robert Stuart and seconded by David Metcalfe.

2. Actions not dealt with under this agenda. None.

3. Treasurer's Report

a. Treasurer's Reports

Louis Fell shared the Treasurer's report. No income for the period. Expenditure is £400 for four Domestic Appliance Scheme payments, and £18 for Bank Charges. Total in the bank £90,685.77.

b. Approval of Accounts

Louis Fell shared the Annual Accounts. The Trustees discussed the Accounts. Louis Fell noted the donations to Ellingham School in regards to the RHI for the Pellet Boiler. Louis Fell noted that there was an outfall of funds, but that this had been previously discussed. The Trustees approved the Annual Accounts.

4. Applications

a. New : Ellingham Village Hall.

The Trustees noted the receipt of a new application from Ellingham Village Hall. The Trustees discussed the application. The Trustees noted that the majority of voters in the community consultation supported the application. In light of this and the stated objectives of the Trust, the Trustees unanimously approved the application.

b. New : St Maurice's Church.

The Trustees noted the receipt of a new application from St Maurice's Church. The Trustees discussed the application, noting the changes to the spend profile from the previous application. The Trustees noted that more of the consultees voted for St Maurice's Church than Ellingham Village Hall. It was noted that the Trust had previously supported St Maurice's Church with an application to make the building water tight. One of the Trustees noted that the installation of a plumbed toilet would be beneficial. In light of the discussions, and the stated objectives of the Trust, the Trustees unanimously approved the application.

c. Funding for Village Hall & St Maurice's Church Applications

Having assessed the applications, the Trustees considered how these might be funded. The Chair noted that with competing requests for funding, the Trustees needed to assess the method best possible to fund both projects and retain monies to fund the existing schemes, and maintain the reserves throughout the life of the Trust. The Chair noted the request of £150,000 for the Village Hall and £65,000 for St Maurice's Church.

The Trustees discussed the financial position, in relation to the current uncertainty. The Treasurer noted that holding a cash reserve of £1-2,000 is prudent, owing to the current expenditure profile. Judy Glover noted that the Trustees may have to accept that the Trust may not be able fund schemes such as the Financial Assistance Scheme if they are needed in the future. David Metcalf noted that the Trust needs to be able to fund the full level of the schemes. The Chair suggested a reserve of £2-3,000. It was noted that the Domestic Appliance Scheme is well used with at least one application per month but the Personal Development Scheme is very underused, and there could be issues if more applications were made. The

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Treasurer noted that the pinch point in the forecast is June 2024. The Treasurer suggested requesting St Maurice's Church delay window repairs in the last year of their phased funding in order to ensure that the spend profile for the Trust is maintained. The Treasurer noted that the Village Hall will use the Trust's funds to seek additional funding. The Treasurer outlined an offer of £13,000 per year to the Village Hall and offering the funding to St Maurice's Church as per the spend profile on their application with the exception of the window repairs as previously noted. The Trustees noted that this profile would ensure that the Trust remains solvent, and approved this spend profile.

ACTION : Louis Fell to circulate the forecast for the Trust's spend profile.

ACTION : Chair to inform both applicants and provide both with their spend profiles

The Chair noted to the Trustees that there were risks inherent within these applications including the failure of the projects. The Trustees noted the inherent risks and noted that these were limited from the point of view of the Trust.

d. Update : Lionheart Radio.

The Clerk noted receipt of an email from the Lionheart Radio applicant. The application had been declined owing to neither the applicant nor the station being within the Parish. The Trustees noted that this application had been declined and their decision remains the same.

ACTION : Clerk to respond to the applicant.

e. New : Chathill Farm.

The Clerk noted an application received from Pip Robson at Chathill Farm for 14 trees. The Trustees noted that trees had been funded by the Trust previously as one of the first applications. The Trees form an avenue along the road to Chathill, enhancing the setting of the village. The Trustees noted that this scheme would be good to support and would look good in time. The Trust approved the application.

ACTION : Clerk to inform the applicant.

5. Update on Active Schemes

a. Domestic Appliance Scheme (DAS)

George Unwin noted that four application were received since the last meeting. The scheme continues to be popular. The Trustees noted receipt of an email of thanks from a recent applicant.

ACTION : Clerk to add this as a case study on the website.

b. Solid Fuel Scheme

The Clerk noted the receipt of 136 applications in 2020; there were 141 applications in 2019. Of these, 58 requested heat logs, 43 requested hardwood, 9 requested a coal voucher, 20 requested £200 and 6 requested £100. Three more applications were handed to the Clerk. The Trustees agreed that the 2020 scheme should now be formally closed.

ACTION : Clerk to update the website.

Louis Fell noted the increased number of applicants for the £200. As the requirement for these funds is not having a solid fuel burner, the Trustees agreed to further assess these applications.

ACTION : Trustees to further check the £200 applications.

It was noted that a number of parishioner are moving house. The Trustees noted that for the 2021 Solid Fuel Scheme a note should be included expecting residents to remain over the winter.

ACTION : Clerk to add this to the 2021 scheme.

The Clerk noted payment in cash from the one outstanding payment from the 2019 extra logs.

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Louis Fell noted that the Heat Logs have been ordered and should arrive late October-early November. As these arrive in different pallet sizes, some work to split the order is necessary. Louis Fell anticipated 10-12 surplus pallets. The Trustees agreed to use the same method used in 2019 to allocate the extra pallets at cost. Louis Fell noted that the Hardwood had also been ordered and will arrive in mid-Oct. The Trustees agreed to make the cash payments on 1st Nov once the £200 applications had been checked. Louis Fell confirmed that the Coal Vouchers would be made available from 12th October.

ACTION : Clerk to email all applicants with delivery dates.

ACTION : Clerk to email all applicants requesting bids for extra heat logs.

c. Personal Development Scheme

One application received. The Trustees discussed the application and noted that there was a need for the applicant to show a clear intention to offer cycle maintenance to the community. The Trustees expressed concerns about the application requesting travel costs but the applicant not providing evidence of the location of the course. The Trustees agreed to fund £169 for the cost of the course deposit, but not to fund the travel.

ACTION : Clerk to inform the applicant.

The Clerk noted that the bank details for the previous applicant were incorrect. The Clerk has emailed the applicant but not received a response.

ACTION : Clerk to try to contact the applicant again

7. Any of Competent Business

The Clerk noted that the website subscription was due and asked the Trustees if they were happy to continue with the website. The Trustees complimented the Clerk on the presentation of the website and agreed to continue using it. The Clerk noted that the cost of maintaining the site was paid directly by the Windfarm.

8. Dates of the Next Meetings

Dates of next meetings: 12th November 2020, 7pm in Ellingham Village Hall; 10th December 2020, 7pm in Ellingham Village Hall.

Minutes prepared by: Virginia Mayes-Wright