

Ellingham Community Trust

Minutes: 9th July 2020, 7pm by Conference Call

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

Apologies for Absence: None

The Trustees welcomed two new Trustees, Judy Glover and David Metcalfe.

1. Approval of Minutes:

Draft minutes of 11th June 2020 were approved, proposed by George Unwin and seconded by Robert Stuart.

2. Actions not dealt with under this agenda.

New Trustees details have been submitted to the Charities Commission by Michael Reed of Northumberland Accountants and their names posted onto the Ellingham Community Trust website.

3. Treasurer's Report

a. Treasurer's Reports

Louis Fell presented the Treasurer's Report. Payments out were £500 for one the Financial Assistance Scheme and £200 for two Domestic Appliance Scheme applications. Income for the period includes payment from the Wind Farm.

Louis Fell noted that draft accounts would be ready for the next meeting.

ACTION : Louis Fell to present the draft accounts at the next meeting.

4. Applications

a. New Applications : Financial Assistance Scheme

One application since the last meeting. Ten applications have been received to date. The Trustees discussed the future of the Financial Assistance Scheme. It was noted that most occupations are back to work in some format. The Trustees discussed the surrounding support available to parishioners, and after a debate about timings, the Trustees agreed to extend the Financial Assistance Scheme, and advertise the end date as 10th August 2020.

ACTION : Clerk to inform parishioners of the end date of the Financial Assistance Scheme.

b. Updates : St Maurice's Church, Ellingham Village Hall and Community Consultation

These items were discussed together.

Louis Fell shared information about the projected income of Ellingham Community Trust and the implication on this income related to the capacity to fund the applications for St Maurice's Church and Ellingham Village Hall.

After the previous meeting, St Maurice's Church and Ellingham Village Hall committees were asked to provide information for a community consultation. St Maurice's Church has provided this, and Ellingham Village Hall have submitted been asked to shorten the length of their submission. The Trustees discussed the needs of the submissions, and expressed a desire for each submission to be restricted to a single side of A4.

ACTION : Trustees Judy Glover and David Milne to ask Ellingham Village Hall and St Maurice's Church asked for one side of A4.

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It was noted that the Trustees had agreed in principle to the applications from Ellingham Village Hall and St Maurice's Church at a meeting on 14th Feb 2019, contingent on the agreement of the community. The Trustees confirmed that if Ellingham Community Trust's beneficiaries disagree, the Trust would not fund these applications.

The Trustees decided that agreement would be on a majority of a minimum of 30% of the parish (approx. 75 people). The Community Consultation draft letter was discussed with comments that using a range of media including a Survey Monkey survey would be appropriate. It was agreed that the form should include an option for comments.

ACTION : David to redraft letter and circulate to Trustees.

ACTION : Clerk to set up a survey monkey.

The Trustees agreed that each parishioner would have one vote, and the Clerk should collate the responses to ensure no double counting.

The Trustees agreed that this item had been outstanding for some time and that it should be submitted to the community as soon as possible.

ACTION : Clerk to add letter and consultation to the website.

5. Update on Active Schemes

a. Domestic Appliance Scheme (DAS)

George Unwin noted that two applications were received since the last meeting in June. The scheme continues to be popular.

b. Solid Fuel Scheme

Louis Fell shared information about potential heat logs for the 2020 scheme. Two costings for heat logs were discussed, noting the need to purchase in bulk to secure best value. The Trustees agreed to purchase in bulk and sell extra pallets at cost as in 2019. Louis Fell noted that he was awaiting costs for the hardwood but anticipated these being similar to 2019.

The Trustees confirmed that as in 2019 parishioners without a solid fuel burner would be offered £200, and those with a burner but no need for fuel would be offered £100. Louis Fell expressed concerns about an increasing request for money over solid fuel, noting that the scheme only provided best value if the fuel was bought in bulk. The Trustees agreed to include a statement saying 'by signing this you confirm that you do not have a solid fuel burner'.

ACTION : Clerk to redraft the Solid Fuel Scheme form for the next meeting.

The Clerk noted that one late payment was still outstanding. Louis Fell noted that he would chase the outstanding payment.

ACTION : Louis Fell to chase the outstanding payment.

c. Personal Development Scheme

No applications received since the last meeting.

7. Any of Competent Business

None.

8. Dates of the Next Meetings

Next meeting was set as 13th August 2020 by conference call.

ACTION : Louis Fell to set up Zoom call for 13th August 2020 at 7pm (unless the Village Hall is available).

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Dates of next meetings: 10th September 2020, 7pm location to be confirmed; 8th October 2020, 7pm location to be confirmed; 12th November 2020, 7pm location to be confirmed; 10th December 2020, 7pm location to be confirmed.

Minutes prepared by: Virginia Mayes-Wright