

Ellingham Community Trust

Minutes: 9th November 2017

Ellingham Village Hall

Present: Heather Cairns (in the Chair), Robert Stuart, George Unwin, Louis Fell.

Apologies for Absence: David Milne

1. Approval of Minutes:

Draft minutes of 10th October 2017 (previously circulated) approved by Robert Stuart and seconded by George Unwin.

2. Actions not dealt with under this agenda.

None.

3. Treasurer's Report

Louis Fell detailed the Treasurers Report as it stands noting that another £7,000 will go out in the coming week to cover the costs for the Solid Fuel Scheme.

Treasury Account at £34,148.75; Current Account £28,068.07; giving a Total of £62,216.82. Payments out included one Domestic Appliance Scheme application, costs of the Solid Fuel Scheme and insurance costs. Income is £320.84 received as a RHI payment from the school.

4. Updates following AGM

Louis Fell noted that he had requested the Trust's accountant to contact the Charities Commission and Companies House to notify changes to the Trustees.

ACTION : Louis Fell to confirm progress at the next meeting.

5. Applications

Heather Cairns noted that she had been handed an application for an Eco toilet at the Church. The Trustees indicated that they needed time to fully assess the application. The Trustees agreed to consider the application at the next meeting.

ACTION : Clerk to scan and email the application to the Trustees for discussion at the next meeting.

ACTION : Clerk to respond to the applicant informing them of the timescales for the assessment of the application.

6. Update on active schemes

a. Domestic Appliance Scheme

George Unwin reported that there had been four applications in October which have been paid, and one application in November which has not been paid yet. The Trustees are aware of two more applications within the community which will probably come in before the end of the year.

b. Solid Fuel Scheme

Louis presented a summary of the Solid Fuel Scheme applications. 134 applications had been received from the community. The Trustees commented on the success of the 2017 scheme.

The Trustees reviewed the applications to ensure that no resident had missed out on the scheme to their knowledge. The total cost of the scheme to date is £27,970.

ACTION : Louis to write to one applicant who requested coal but does not have an email address to receive the reference number.

c. Personal Development Grant application

Two applications have been received for the Personal Development Grant scheme. The Trustees discussed the applications. Both applications were approved.

d. Personal Development Grant application form

The Trustees discussed the new Personal Development Grant application form. Heather Cairns noted that the form was appropriate but that a named Trustee was not needed as each Personal Development Grant application had to be discussed at Trust meetings.

ACTION : Clerk to finalise the application form and put on website.

7. Broadband update

The Trustees discussed the current situation of the community Broadband. The Trustees agreed to leave the community Broadband issue to the appropriate bodies of iNorthumberland and the Parish Council representative Gustav McLeod. The Trustees reserve the right to reassess and discuss community broadband as necessary in the future.

8. Website updates

A paper was previously circulated by David Milne. Heather Cairns suggested that the Trust does not change the website until the Neighbourhood Plan work is finalised.

9. Matters of Urgency

Louis Fell noted the increasing difficulty of continuing with payment by cheque. The Trustees agreed that future applications and schemes will work on digital payments only.

ACTION : Clerk to amend all application forms to include a bank details section and resend to website.

10. Dates of next meetings

Date for next meeting. Trustees agreed to postpone the December meeting until January owing to the lack of business to discuss and the busy nature of the Trustees.

Dates of next meetings: Thursday 11th January, 7pm at Ellingham Village Hall
 Thursday 8th February 2018, 7pm in Ellingham Village Hall;

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Thursday 8th March 2018, 7pm in Ellingham Village Hall.

Minutes prepared by: Virginia Mayes-Wright