

Ellingham Community Trust

Minutes: 12th October 2017

Ellingham Village Hall

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

Apologies for Absence: none

1. **Approval of Minutes:** Draft minutes of 14th September 2017 (previously circulated) approved by George Unwin and seconded by Louis Fell.

2. **Matters Arising:**

David was reminded to provide a biog and image for the website.

ACTION : David Milne to email Clerk a biog and image

ACTION : Clerk to add David Milne's biog to the website.

David Milne noted an invoice received for the additional cost of £190 to cover printing the Parish Magazine for the rest of 2017. The Trustees reaffirmed that this had been agreed, but noted the cost for the remainder of 2017.

3. **Treasurer's Report:**

Treasury Account at £33,827.91; Current Account £48,836.56; giving a Total £82,664.47. Payments out included two Domestic Appliance Scheme applications and bank charges. There has been no income other than bank interest since the last meeting.

4. **Updates following AGM**

In light of Stanley Calvert's resignation, information held by Company's House and the Charities Commission needs to be updated.

ACTION : Louis Fell to instruct the Trust's accountant to update both Company's House and the Charities Commission.

5. **Applications**

None received.

6. **Update on Active Schemes**

Domestic Appliance Scheme: 3 applications received, one requested a cheque.

Solid Fuel Scheme: Scheme in hand. Forms mostly been delivered.

Personal Development Grant: The trustees noted that Personal Development Grant was not being utilised and that there was a lack of awareness of this scheme. George Unwin noted that the previous two applications had used the main scheme application form.

ACTION: Clerk to devise a separate application form for the Personal Development Grant and circulate it to Trustees for comment.

ACTION: Clerk to put a note in next Parish Magazine highlighting the Personal Development Grant.

7. **Broadband Update**

Heather Cairns gave a brief update reporting that the situation was not as positive as previously. Heather Cairns noted that Gustav McLeod had been appointed as the Lead Parishioner. Louis Fell also updated the

MINUTES

Trustees noting that the fibreoptic cable is in Ellingham, although it is not yet switched on. Louis Fell also noted that the scheme for Tynely will go ahead and that Gustav McLeod is applying for funding for outlying areas including Wandylaw. The Trustees agreed to continue to monitor the situation.

8. Website

Heather Cairns noted that the website was not updated with the current Solid Fuel Scheme form.

ACTION: Clerk to ensure that the website will be updated when Bill Grisdale returns from holiday.

Heather Cairns noted the limitations of the current arrangement for the website and requested that a Trustee costed a proposal for website improvements.

ACTION: David Milne and George Unwin to look at options and provide a costed proposal for the next meeting.

9. Matters of Urgency

George Unwin noted a difficulty of reaching Louis Fell to ensure payments. Louis Fell provided his work email address to aid communications (louisfell@georgefwhite.co.uk) and recommended that another Trustee was added to the payment authorisation. David Milne volunteered.

ACTION: Louis Fell to add David Milne to the payment authorisation.

10. Date of next meetings:

9th November, 7pm in Ellingham Village Hall; 7th December, 7pm in Ellingham Village Hall.

Minutes prepared by: Virginia Mayes-Wright