

Ellingham Community Trust

Minutes: 13th April 2020 by Conference Call

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

Apologies for Absence:

1. Approval of Minutes:

Draft minutes of 12th March 2020 were approved, proposed by Louis Fell and seconded by George Unwin.

2. Actions not dealt with under this agenda.

The Trustees note the resignation of James Mayesr. The Trust would like to record their thanks to James Mayers for the help and support he has given during his tenure.

ACTION : Clerk to remove James Mayers' name from Ellingham Community Trust website, the Charities Commission and Companies House.

3. Treasurer's Report

a. Treasurer's Reports

Louis Fell presented the Treasurer's Report. Total accounts at £52,108.57. Payments out were £1,695 to the Stephen Carey Fund for a Defib at Newham, £150 for a Personal Development Grant, £200 for two Domestic Appliance Scheme applications and £18 for Bank Charges. Income includes £700 for sales of the remaining heat logs sold at cost with names drawn out of a hat, and £37.17 bank interest.

4. Coronavirus - financial support guidelines and temporary change of Articles of Association

The Chair previously circulated a suggested temporary change to the Articles of Association to cover the period of the coronavirus situation.

- a. The Trust will endeavour to provide appropriate financial assistance to members of the community who can demonstrate financial hardship, according to the guidelines agreed by the directors of the Trust.
- b. A director of the Trust is permitted to provide goods or services, on a non- profit making basis to the Trust for the provision of essential items by the Trust to the community, relating to the Coronavirus emergency. (Articles of Association 7.1b)
- c. The above rules will be continuously monitored and revoked when the Coronavirus emergency is deemed to be over.

ACTION : Clerk to amend the Articles of Association, circulate and publish on the Trust website.

ACTION : Clerk to notify the Charities Commission and Companies House of the temporary change of Articles of Association.

5. Coronavirus - essential items pack and community support

Prior to the meeting, it had been suggested that Ellingham Community Trust could provide an essential items pack to all households within the parish in response to the coronavirus situation. Owing to his ownership of The Pack Horse Inn, Louis Fell had offered to source these supplies, using his account with bulk suppliers. The Trustees formally approved this idea, and delegated expenditure to Louis Fell for this purpose only, after costings have been brought to the Trustees.

Louis Fell reported that his supply chains were still not able to source the required hygiene items for distribution into the community.

ACTION : Louis Fell to provide further information and costings to the next meeting.

MINUTES

Prior to the meeting, several ideas have been discussed for the development of a financial assistance scheme for the community during the Coronavirus situation. The Trustees agreed that a scheme would be of value to those in financial hardship. After discussion, the Trustees suggested applicants apply for £500 initially, with another £500 being available if necessary; setting a limit of £1000 per applicant. The Trustees noted the urgency of such a scheme, and agreed to launch it prior to the next meeting. David Milne offered to summarise the discussion points in order to circulate for final agreement by email.

ACTION : David Milne to summarise discussion points and circulate for agreement by email.

ACTION : Clerk to draft an application form for approval by Trustees by email.

The Trustees noted that under normal circumstances, these items would be brought to the next meeting, but owing to a desire to launch the Financial Assistance Scheme as soon as possible, the Trustees were content to seek approval or amendments by email.

6. Applications

a. Update : St Maurice's Church Application

Neil Mundy indicated that the feasibility study is almost complete.

b. Update : Village Hall Application

No update received.

ACTION : Louis Fell to contact Gustav Macleod to ascertain the current situation and report back to the Trustees.

7. Update on Active Schemes

a. Domestic Appliance Scheme (DAS)

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

b. Solid Fuel Scheme

It was noted that the final half pallets were being delivered, and payment was being received. Louis Fell noted that there was still one half pallet to be delivered.

ACTION : Clerk to identify payments already made and chase late payers as necessary.

The Trustees expressed their thanks to Louis Fell for the arrangement of the scheme and to Pip Robson for the recent deliveries.

Louis Fell noted his desire to source the solid fuel for the 2020 scheme early in order to negate any delays relating to the coronavirus situation.

ACTION : Louis Fell to check the availability of solid fuel for the 2020 Solid Fuel Scheme.

c. Personal Development Scheme

No applications received.

8. Any of Competent Business

None.

9. Dates of the Next Meetings

Next meeting was set as 14th May by conference call. Further meetings will be set or rescheduled as required in the current situation.

Minutes prepared by: Virginia Mayes-Wright from notes made by David Milne