

## Ellingham Community Trust

Minutes: 14<sup>th</sup> September 2017

Ellingham Village Hall

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

**Apologies for Absence:** Heather Cairns

1. **Approval of Minutes:** Draft minutes of 17<sup>th</sup> August 2017 (previously circulated) approved and signed.

2. **Matters Arising:**

All matters arising are to be covered under the items of the agenda.

3. **New Trustees**

Welcome extended to David Milne. Louis proposed David joins Ellingham Community Trust as a Trustee, Bob seconded.

The Trustees noted the need to update the Charities Commission and Companies House with new Trustee details.

**ACTION : Stanley to complete the Charities Commission form to update Trustees (adding Louis & David & removing Chris) and updating the Companies House register.**

The Trustees noted the need to provide a biog and image for the website.

**ACTION : David to email Clerk a biog and image**

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

4. **Treasurer's Report & Draft Accounts:**

Treasury Account at £33,823.65 ; Current Account £49,554.56; giving a Total £82,878.21. Payments out included three Domestic Appliance Scheme applications and a payment supporting the printing of the Parish Magazine. A cheque has arrived for the RHI money from the school; Louis will bank and look at BACS for the future.

5. **Update on Active Schemes**

**Domestic Appliance Scheme:** scheme ticking over nicely. No new applications.

**Solid Fuel Scheme.** Louis circulated options for the 2017 scheme prior to the meeting.

Previously the scheme offered £100 or ½ pallet of Verdo logs at a price of £220 per pallet. Louis presented options to the Trustees: Verdo offering £210 per pallet; Bioglow offering smaller briquettes at £170 per pallet; Boiglow offering larger briquettes similar to Verdo at £170 per pallet; Wholesale wood offering round briquettes £190 per pallet; local seasoned hardwood delivered in 2m cube trays at £210 with an option to deliver to each household for £20 per pallet extra. Louis also suggested the Trustees might consider a voucher scheme for coal and noted that the Trust shouldn't penalise anyone without wood or coal burning fires.

The Trustees discussed the options and agreed that a whole pallet per household or £200 for households with no fire should be offered. The Trustees agreed that coal vouchers should also be offered. Bob

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suggested that the 2017 scheme consist of a pallet of Verdo heat logs, a 2m cube of real logs, a coal voucher or cash; Stanley proposed and George seconded.

The Trustees agreed that the £200 cash should only be available for people who have no fire; Stanley suggested that £100 for people who have a fire but want the cash agreed by the Trustees.

**ACTION : Clerk to update the Solid Fuel Scheme application form with a deadline to be set as mid-October.**

**ACTION : Clerk to design a Poster to highlight the Solid Fuel Scheme.**

**ACTION : Clerk to order envelopes for the form.**

The Trustees note that the remaining pallet at Chathill Farm will be distributed this winter.

## **6. Broadband Update**

There has been no update from Parish Council's application to Openreach.

## **7. Parish Magazine**

George reported the cost of £910 for distribution of the Parish Magazine for a whole year. The Trustees agreed to fund this sum.

## **8. AGM Agenda & Arrangements**

Trustees discussed AGM Agenda contents. They agreed the agenda should consist of Minutes from the last AGM, Chairman's Report, Treasurers Report, Appointment of Accountants, Retirement & Election of Directors & Date of Next AGM.

The Clerk reported on distribution of flyers advertising the AGM. The Trustees took further copies of flyers to distribute locally.

The Clerk noted that there had been no applications for Trustees.

## **9. Website**

The Clerk put the Neighbourhood Plan group in touch with the website manager. David reported on a productive meeting held on the Neighbourhood Plan and links to the new website [www.ellinghamparish.org.uk](http://www.ellinghamparish.org.uk).

## **10. AOB**

None.

## **11. Date of next meetings:**

The Trustees discussed the timing of the December meeting. It was agreed to move the December meeting forward to 7<sup>th</sup> December as to reflect the work needed on the Solid Fuel Scheme.

Dates : AGM 12<sup>th</sup> October 2017, 7pm in Ellingham Village Hall with an ordinary meeting following; 9<sup>th</sup> November, 7pm in Ellingham Village Hall; 7<sup>th</sup> December, 7pm in Ellingham Village Hall.

**ACTION : Bob to update the Village Hall booking on the December meeting**

**Minutes prepared by:** Virginia Mayes-Wright