

Ellingham Community Trust

ELLINGHAM COMMUNITY TRUST MINUTES FROM MEETING HELD 1st JUNE 2023, ELLINGHAM VILLAGE HALL

ATTENDEES	
NAME	ROLE
David Metcalfe (DM)	Chair
Judy Glover (JG)	Trustee
George Unwin (GU)	Trustee
John Thompson (JT)	Trustee
Virginia Mayes- Wright (VMW)	Clerk

APOLOGIES	
NAME	ROLE
Graham Edmondson (GE)	Trustee
Robert Stuart (RS)	Trustee
Brenda Frier (BF)	Trustee
Louis Fell (LF)	Treasurer

	MINUTES FROM THE PREVIOUS MEETING 11th May 2023	
2	<p>Approval of previous minutes proposed by JG, seconded by GU.</p> <p>Clerk to circulate 'voucher' email draft. Completed. The Trustees discussed delivery of other solid fuel types, and noted the need for a voucher for solid fuel.</p> <p>ACTION: Clerk to draft email for applicants who applied for hardwood.</p> <p>ACTION : Louis to confirm for wood as to the mechanism for delivery for applicants.</p> <p>Clerk to check email list against Solid Fuel email list. Outstanding.</p> <p>ACTION : Clerk to complete for the next meeting.</p> <p>LF to look at longer term Deposit Account. Outstanding. Trustees awaiting further details owing to LF absence.</p> <p>Clerk to amend website to ensure stipulation of A rating. Completed.</p> <p>Clerk to book the Village Hall. Completed.</p>	<p>VMW</p> <p>LF</p> <p>VMW</p>
	DISCUSSION POINTS	
3	<p>Treasures Report. LF unavailable to provide the Treasurer's Report.</p> <p>ACTION : LF to provide Treasurer's Report for the next meeting.</p>	LF/DM
4.	<p>Applications / Review of Active Schemes</p> <p>Green Scheme.</p> <p>No applications since the last meeting.</p> <p>Solid Fuel Scheme. It was noted that the plan was to fully discuss the scheme in September. After further discussion, it was agreed to bring</p>	

	<p>forward an agenda item for the August meeting. This discussion was agreed to be in two parts, firstly for the delivery of the 2023 scheme and secondly for the 2024 scheme. It was noted that applicants need information regarding their orders (especially in light of applicants ordering heat logs). It was also noted that some applicants may need help storing their solid fuel, and that this may need to be noted on future solid fuel forms. It was suggested that the 'voucher' previously discussed could be hand delivered in order to discuss delivery needs.</p> <p>TESS. No applications since the last meeting.</p>	
5.	<p>AOB. Request for Trustees to revisit the website and constitution to ensure that the website remains up to date, and ensure that the Trust are meeting all aims and objectives of the constitution.</p> <p>ACTION : All</p>	ALL
	<u>ARRANGEMENTS FOR NEXT MEETING</u>	
	<p>Meetings : 6th July (LF unavailable, JT unavailable), 3rd August (Clerk potentially unavailable), 7th Sept, 5th Oct, 2nd Nov, 7th Dec.</p>	