

ELLINGHAM COMMUNITY TRUST MINUTES FROM MEETING HELD 3 April 2025 ELLINGHAM VILLAGE HALL

ATTENDEES	
NAME	ROLE
George Unwin (GU)	Trustee
John Thompson (JT)	Vice Chair
Brenda Frier (BF)	Trustee
Judy Glover (JG)	Trustee
Virginia Mayes-Wright (VMW)	Clerk
Louis Fell	Treasurer

APOLOGIES	
NAME	ROLE
David Metcalfe (DM)	Chair
Graham Edmonson (GE)	Trustee

	<u>MINUTES FROM THE PREVIOUS MEETING</u>	
2.	<p>The Trustees reviewed the minutes from the previous meeting held on 6 March 2025. Proposed by BF & seconded by GU.</p> <p>ACTION : LF to complete Unity Bank updates. Ongoing.</p> <p>ACTION : GE to investigate further regarding costings for the Parish Magazine. Ongoing.</p> <p>ACTION : GE to provide update to magazine publishing costs prior to the next meeting. Ongoing.</p> <p>ACTION : JT to contact GE regarding progress.</p> <p>ACTION : GE to post on Social Media. Ongoing.</p> <p>ACTION : DM to present and Trustees to publish the edited Objectives for October. Ongoing.</p>	<p>LF</p> <p>GE</p> <p>GE</p> <p>JT</p> <p>GE</p> <p>DM</p>

	<p><u>Completed Actions</u></p> <ul style="list-style-type: none"> • ACTION : LF to provide year on year financial comparison at next meeting. • ACTION : Clerk to draft letter of thanks to the Solid Fuel supplier. • ACTION : Clerk to prepare forms for the next meeting, and send a test form to Trustees. • ACTION : DM to ensure supply details are known prior to next meeting. • ACTION : Clerk to post about Solid Fuel Scheme preparations on the website and forward to GE. • ACTION : Clerk to email re-drafted objectives to DM. • ACTION : Clerk to draft a webpage for new parishioners. 	
	<u>DISCUSSION POINTS</u>	
3.	<p>Treasures Report.</p> <p>LF provided the Treasurer's Report verbally. LF noted that income has been received from the Windfarm in relation to Admin expenses and expenditure in this period relates to the Clerk's costs. LF noted an outstanding invoice for the hardwood logs for the 2024 Solid Fuel Scheme. The Trustees noted that Ellingham Community Trust is in a good position financially after an expected dip in the Trust's finances for 2024.</p>	
4.	<p>Applications/Review of Schemes</p> <p><u>Solid Fuel Scheme</u> The Trustees discussed suppliers for the various fuel options and agreed the hardwood supplier, and the retention of both the heat log and coal supplier.</p> <p>The Solid Fuel Scheme application forms were discussed again and final edits were agreed including an update on the wording for heat logs and the deadline of 31st May, reviewing at the June meeting. ACTION : Clerk to update Solid Fuel Scheme forms.</p> <p>The Trustees agreed that applications would be sent by email, by hand and on website with letters ready for delivery on 14th/15th April. ACTION : Clerk to email Solid Fuel Scheme form to LF for printing. ACTON : Clerk to send Solid Fuel Scheme email and put onto website on 17th April.</p> <p><u>Green Scheme</u> Application for electric lawn mower discussed, and agreed. ACTION : Clerk to respond to Green Scheme applicant.</p> <p><u>TESS</u> None.</p>	<p>Clerk</p> <p>Clerk Clerk</p> <p>Clerk</p>
5.	<p>Communication.</p> <p>Launch of Solid Fuel Scheme from 17th April.</p>	

6.	AOB. Welcome pack for residents. Trustees thanked DM and Clerk for work undertaken so far. JG noted desire to write words for a leaflet. ACTION : JG to provide text for the next meeting. ACTION : Clerk to make as an action for the next meeting.	JG Clerk
7.	<u>ARRANGEMENTS FOR NEXT MEETING</u>	
	8 th May 2025, 5 th June 2025, 3 rd July 2025, 7 th August 2025, 4 th September 2025, 2 nd October 2025, 6 th November 2025 (AGM), 4 th December 2025. All at Ellingham Village Hall.	

Minutes compiled by : Virginia Mayes-Wright

ECT telephone number – 03300 010393 (Trustee Brenda Frier)