

Ellingham Community Trust

ELLINGHAM COMMUNITY TRUST MINUTES FROM MEETING HELD 12th OF JANUARY 2023,
ELLINGHAM VILLAGE HALL

ATTENDEES	
NAME	ROLE
David Metcalfe (DM)	Chair
Judy Glover (JG)	Trustee
George Unwin (GU)	Trustee
John Thompson (JT)	Trustee
Robert Stuart (RS)	Trustee
Brenda Frier (BF)	Trustee
Louis Fell (LF)	Treasurer
Graham Edmondson (GE)	Trustee

APOLOGIES	
NAME	ROLE
Virginia Mayes- Wright (VMW)	Clerk

MINUTES

	<u>MINUTES FROM THE PREVIOUS MEETING</u>	
2	Approval of previous minutes proposed by BF, seconded by JT	
	<u>DISCUSSION POINTS</u>	
3	Treasures Report.	
	<p>LF gave the ECT financial position update. He confirmed that 10 parishioners have been in the receipt of Winter Fuel assistance with 1 further application to be processed. The increase in the cost of heat logs and hardwood logs was discussed; it was agreed that the Winter Fuel Scheme be increased by £50 per household. LT was requested to provide an updated financial profile for the next ECT meeting (Feb) that allocates additional funds to the Winter Fuel Scheme 2023; this being in line with the increased cost of living.</p>	
4	<p>LT updated the ECT that 16 households are still outstanding their delivery of winter fuel (hardwood logs). The rise in the costs of logs proved to be a major factor of finding a suitable supplier however, there was confidence that the situation would be remedied in the coming days. LT and JT continue to approach local suppliers.</p> <p>JT was confirmed as having sign off authority for financial applications thus giving flexibility to approving and actioning financial matters swiftly.</p> <p>Action(s):</p>	

	<p>JT / LF to process Winter Fuel assistance payment.</p> <p>JT / LF to source suitable Hardwood supplier for immediate delivery to remaining households. ECT to be updated Mon 18 Jan 23.</p> <p>LF to provide an updated financial plan.</p> <p>Applications/ Review of Active schemes.</p> <p>One application for the Green scheme had been received. GU confirmed it has been paid.</p> <p>There were no applications for TESS funding.</p>	<p>JT / LF</p> <p>JT / LF</p> <p>LF</p>
<p>5/6/ 7/8</p>	<p>Annual Review</p> <p>An Annual Review was carried out to identify issues and lessons learned from the previous year (2022). The ECT discussed each of the schemes as well as current communication methods.</p> <p>Clearer language was required to the explanation of each scheme offered website. Amendments were agreed by the ECT to ensure better understanding of the schemes. These included what was meant by A rated white goods (also to include air fryers); expand on the term Carbon sequestration and to include the term 'grant of up to £400' for the TESS.</p> <p>Due to the challenges experienced in sourcing an alternative heat log supplier and that the rise in costs, it was proposed and agreed to start advertising the Winter Fuel Scheme 2023 as early as February 2023. In addition, the use of supplier credit notes was to be explored thus giving the option for each household to choose a more suitable delivery date. Due to the particular rise in costs for heat logs being outside the increased scheme allowance, it was agreed that 3 fuel options would be offered in 2023, these would be hardwood logs, coal and £250 in cash. A concern was raised to those households that may struggle storing winter fuel and the ECT is to be mindful of the need for volunteers in the future to provide assistance.</p> <p>GE has been selected to be enhance the ECT social media presence and has been nominated as the ECT communications rep. The use of different media methods to provide ECT information was discussed, this included the ECT website; Ellingham Parish magazine; parish noticeboards; social media (Facebook, Twitter) and email distribution. The viability and need of a telephone number was also discussed and it was agreed that further information would be needed before a decision could be made.</p> <p>Action(s)</p> <p>VMW (supported by GE) to update the website with the agreed changes to the schemes.</p>	<p>VMW / GE</p>

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	LF / JT to source Winter Fuel suppliers for 2023.	LF /JT
	GE to create an application form	
	GE to set up a Facebook and Twitter page for the ECT. This would allow sharing of information for the benefit of the parishioners.	GE
	GE investigate how an ECT phone number could be set up, to include associated costs.	GE
	<u>ARRANGEMENTS FOR NEXT MEETING</u>	
	The next meeting will be held at 1900hrs on the 9th of February 2023.	