

ELLINGHAM COMMUNITY TRUST MINUTES FROM MEETING HELD 2 OCTOBER 2025 AT ELLINGHAM VILLAGE HALL

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

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

	<u>MINUTES FROM THE PREVIOUS MEETING</u>	
2.	<p>The Trustees reviewed the minutes from the previous meeting held on 4th September 2025. Proposed by GU & seconded by BF.</p> <p>ACTION : JG and Clerk to arrange to meet and continue to work on it. Ongoing</p> <p>ACTION : Clerk to email applicants for Coal, Cash and Heat Logs. Ongoing</p> <p>ACTION : Clerk to check list for outstanding applicants. Ongoing.</p> <p>ACTION : Clerk to email LF Solid Fuel Scheme list as stands.</p> <p>ACTION : Clerk to scope costs of additional laptop. Ongoing.</p> <p>ACTION : JG to email draft to Clerk for formatting. Ongoing.</p>	<p>JG & Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>JG</p>

	<p>ACTION : Clerk to email to CBS to arrange the original print run. Ongoing.</p> <p><u>Completed Actions</u></p> <ul style="list-style-type: none"> • Clerk to put out post on Solid Fuel Scheme. • Clerk to email Solid Fuel Scheme post to BF • BF to put Solid Fuel Scheme post on Social Media. • Clerk to check Village Hall available from 6.30pm for AGM. • Clerk to email draft AGM Agenda to Trustees. • DM to draft Chairman's Report for circulation to Trustees. • DM to request updates from Ellingham Village Hall and St Maurice's Church. • LF to provide 5 year forecast for AGM. • Clerk to email Objectives to all Trustees. • LF to complete Unity Bank updates. • DM to present and Trustees to publish the edited Objectives for October. 	Clerk
	<u>DISCUSSION POINTS</u>	
3.	<p>Treasures Report.</p> <p>LF presented the Treasurer's Report. Income includes bank interest, expenditure includes bank charges, the grant to St Maurice's Church, fees for the Clerk, four Green Schemes, grant to Ellingham Village Hall and admin expenses.</p> <p>LF presented the draft Annual Accounts to the Trustees. LF outlined the main income and expenditure for the last financial year. The Trustees agreed the Annual Accounts. The Trustees thanked LF for his work.</p>	
4.	<p>Applications/Review of Schemes</p> <p><u>Church Grant Update</u> – The Clerk received a verbal update from Neil Mundy thanking the Community Trust for the funding and noting that this funding had enabled the Church to access additional funding using ECT as match funding.</p> <p><u>Village Hall Application</u> – The Clerk noted receipt of an email thanking ECT for funding received for the picnic benches.</p> <p><u>Potential School Application</u> - The Trustees noted Ellingham School fundraising campaign for laptops. The Trustees discussed the possibility of an application from the school. It was noted that these laptops are shared and would be retained by the school rather than the pupils. It was suggested that the PTA apply for a grant which the Trustees pre-approved.</p> <p><u>Defibs</u> - GF noted that two new defib batteries were needed at a total cost of £560. The Trustees were reminded of the longstanding arrangement with Ellingham Parish Council regarding the community defibs. The Trustees agreed the expenditure.</p>	

	<p><u>Solid Fuel Scheme</u> – The Clerk noted thanks received from a parishioner for the Solid Fuel Scheme, for the coal voucher. <i>Williamsons has been excellent and delivered the fuel this morning and it is now in coal bunkers ready for the winter.</i></p> <p><u>Green Scheme</u> – GU noted receipt of a letter of thanks for the last Green Scheme application. One new application received and approved.</p> <p><u>TESS</u> – The Clerk noted the new application. The Trustees discussed the application and agreed.</p> <p>ACTION : Clerk to respond to TESS applicant.</p>	Clerk
5.	<p>Welcome Pack for Residents</p> <p>The Trustees noted the ongoing work on this item and resolved to discuss it at the next meeting.</p>	
6.	<p>AGM Arrangements.</p> <p>The Trustees noted that all plans in place. The Clerk noted that she usually puts out posters. The Trustees agreed the need for posters.</p> <p>ACTION : Clerk to email AGM posters to Trustees for distribution.</p>	Clerk
6.	<p>Communication</p> <p>The Clerk suggested posting about AGM, and the Trustees agreed.</p> <p>ACTION : Clerk to write a post for the website about the AGM.</p> <p>ACTION : Clerk to email the AGM post to BF.</p> <p>ACTION : BF to put the AGM post on Social Media</p>	Clerk Clerk BF
7.	<p>AOB</p> <p>Noted that the new Parish Magazine print run had been paid for by a member of the community.</p> <p>ACTION : LF to repay the Parish Magazine costs.</p> <p>ACTION : LF to set up an account with the printers for future Parish Magazine payments.</p> <p>Thanks to GE for his efforts.</p> <p>The death of previous Trustee Bob Stewart was noted. The Trustees commented on Bob's long standing work as a Trustee for Ellingham Community Trust. BF has sent a card on behalf of ECT.</p>	LF LF
8.	<u>ARRANGEMENTS FOR NEXT MEETING</u>	
	<p>6th November 2025 (AGM), 4th December 2025.</p> <p>All at Ellingham Village Hall.</p>	

Minutes compiled by : Virginia Mayes-Wright

ECT telephone number – 07841437614 (Trustee Brenda Frier)