

## ELLINGHAM COMMUNITY TRUST MINUTES FROM MEETING HELD 8 JANURARY 2026 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) (in the Chair)	Vice Chair
Judy Glover (JG)	Trustee
Graham Edmonson (GE)	Trustee

APOLOGIES	
NAME	ROLE
David Metcalfe (DM)	Chair

	<b><u>MINUTES FROM THE PREVIOUS MEETING</u></b>	
2.	<p>The Trustees reviewed the minutes from the previous meeting held on 6<sup>th</sup> November 2025. Proposed by BF &amp; seconded by GE.</p> <p>ACTION : Clerk to email to CBS to arrange the print run of Welcome Pack for Residents. <b>Ongoing.</b></p> <p><u>Completed Actions</u></p> <ul style="list-style-type: none"> <li>• Clerk to chase outstanding bank account details.</li> <li>• Clerk to inform the applicant for the Long Nanny project.</li> <li>• Clerk to inform the Green Scheme applicant.</li> <li>• Clerk to request to use the TESS application as a case study.</li> <li>• Clerk to inform the TESS applicant.</li> <li>• Clerk to post about the AGM.</li> <li>• Clerk to email AGM post to BF.</li> <li>• BF to add AGM post to social media.</li> <li>• GE to set up a contact point for parishioners to contact the Parish Magazine team.</li> </ul>	Clerk

	<ul style="list-style-type: none"> <li>• Clerk to book 2026 meeting dates with Ellingham Village Hall.</li> <li>• Clerk to publish the updated objectives on the website.</li> <li>• Clerk to inform David Metcalf.</li> <li>• JG and Clerk to arrange to meet and continue to work on the Welcome Pack for Residents.</li> <li>• Clerk to purchase new laptop.</li> <li>• JG to email draft to Clerk for formatting.</li> </ul>	
<b><u>DISCUSSION POINTS</u></b>		
3.	<p><b>Treasures Report.</b> LF presented the Treasurer's Report. Income included payment from the Windfarm for administrative costs and bank interest. Outgoings include Green Scheme payments, costs of hire for the village hall, payments for the printing of the parish magazine, Solid Fuel Scheme cash payments, coal vouchers and cash payments, payment for defib batteries and Village Hall payment for the ongoing grant.</p> <p>Outgoings to come in the next period include payments for TESS applications, and heat logs. LF reported that after these outgoings the Trust would have £32,000 in the bank. The Trustees noted that this was good considering that this was set to be the lowest financial point for the Trust.</p>	
4.	<p><b>Applications/Review of Schemes</b></p> <p><u>School Laptops</u> – The Trustees noted receipt of an application for ipads for the school. The Trustees discussed and approved this application noting that the PTA are also contributing to the costs.</p> <p><u>Defib batteries</u> – GU reported the need for new defib batteries. Trustees agreed to continue to fund the new batteries.</p> <p><u>Photographic Archive</u> – The Clerk provided an update to the Photographic Archives project. The Clerk reported the continuation of her time in supporting the ongoing work. The Trustees agreed to the current level on ongoing support.</p> <p><u>St Maurice's Church</u> – The Clerk noted receipt of an email from Neil Mundy providing an update on the progress of the project to the Trustees.</p> <p><u>Solid Fuel Scheme</u> – no further update.</p> <p><u>Green Scheme</u> – GU reported that there have been no applications in this period.</p> <p><u>TESS</u> – no application in this period</p>	

5.	<p><b>Welcome Pack for Residents</b> The Clerk and JG reported on the progress on the Welcome Pack for Residents. JG and the Clerk reported there is further work needed. <b>ACTION : Clerk and JG to continue working on the Welcome Pack.</b></p>	JG & Clerk
6.	<p><b>Communication</b> <u>Parish Magazine</u> – Compliments continue for the new Parish Magazine style and layout. Parishioners are pleased with the new layout. The Trustees passed their thanks to the magazine team and made further suggestions. LF requested additional copies for The Pack Horse Inn. <b>ACTION : Clerk to write a reminder about the schemes offered by the Trust for the Parish Magazine.</b> <b>ACTION : Clerk to post new year message on the website with reminders of the schemes available.</b> <b>ACTION : Clerk to email Trust new year message to BF for inclusion.</b> <b>ACTOIN : BF to post Trust’s new year message to website.</b></p>	Clerk Clerk Clerk BF
7.	AOB. None.	
8.	<b><u>ARRANGEMENTS FOR NEXT MEETING</u></b>	
	<p>5<sup>th</sup> Feb 2026, 5<sup>th</sup> March 2026, 2<sup>nd</sup> April 2026, 7<sup>th</sup> May 2026, 4<sup>th</sup> June 2026, 2<sup>nd</sup> July 2026, 6<sup>th</sup> August 2026, 3<sup>rd</sup> September 2026, 1<sup>st</sup> October 2026, 5<sup>th</sup> November 2026, 3<sup>rd</sup> December 2026. All at Ellingham Village Hall.</p>	

Minutes compiled by : Virginia Mayes-Wright

ECT telephone number – 07841437614 (Trustee Brenda Frier)