

ELLINGHAM COMMUNITY TRUST MINUTES FROM MEETING HELD 5 MARCH 2026 AT BROCKDAM

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

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

	<u>MINUTES FROM THE PREVIOUS MEETING</u>	
2.	<p>The Trustees reviewed the minutes from the previous meeting held on 5th February 2026. Proposed by BF & seconded by GU.</p> <p>ACTION : Clerk to post on website. Ongoing</p> <p>ACTION : Clerk to email BF with post for Social Media. Ongoing</p> <p>ACTION : BF to post on Social Media. Ongoing.</p> <p><u>Completed Actions</u></p> <ul style="list-style-type: none"> • LF to provide the accounts prior to the March meeting. • DM to contact the applicant to provide an update • BF to request an update from the School on the progress. • GE to work with David Griggs to get to an end project • Clerk to draft the forms for the 2026 forms • Clerk to email CBS World requesting a pdf prior to printing 	

	<u>DISCUSSION POINTS</u>	
3.	<p>Treasures Report. LF presented the Treasurer's Report. Expenditure includes four Green Scheme applications, bank charges, clerk's wages, printing for the parish magazine, Defib grant, and payment for the heat logs for the 2025 scheme. The Trustees reviewed the accounts. LF presented a cashflow prediction for the next six years, noting that the lowest point of the Trust's reserves will be later in this year. LF reopened the discussion about putting some of the Trust's money into an investment account. The Trustees discussed this and agreed. ACTION : LF to set up an investment account.</p>	LF
4.	<p>Applications/Review of Schemes</p> <p><u>Grants/Applications In Progress</u> <u>Village Hall Application</u> – owing to the number of Trustees unavailable, this will be discussed at the next meeting.</p> <p><u>Defib Pads</u> – GU noted that these had been purchased but not yet installed.</p> <p><u>School Laptops</u> – BF reported that the laptops have been purchased and the school expressed thanks to the Trustees.</p> <p><u>Photographic Archive</u> – This is ongoing with GE providing a report to the Trustees prior to the meeting.</p> <p><u>St Maurice's Church</u> – the Trustees noted that there has been no further update.</p> <p><u>Solid Fuel Scheme</u> – LF discussed the scheme and suppliers available in the area. Decision made to create a list for the wood suppliers in order to solve the communication issues. The Trustees discussed timings for the schemes suggested that maintaining the 2025 timings would be suitable. 31st May for a return.</p> <p>ACTION : Clerk to put poster into Parish Magazine to alert parishioners to the upcoming scheme.</p> <p>ACTION : Clerk to meet with BF to provide details for mailing.</p> <p><u>Green Scheme</u> – GU presented a new application for discussion. The Trustees agreed the application. ACTION : Clerk to email the applicant.</p> <p><u>TESS</u> – Clerk noted that there was a new TESS application. ACTION : Clerk to email the application to Trustees.</p>	<p>Clerk</p> <p>Clerk</p>
5.	<p>Welcome Pack for Residents Clerk noted progress and awaiting pdf from the printers. Discussion of the need for leaflets in the Village Hall, Church and pub. Trustees agreed to print 50 instead of 20.</p>	

	ACTION : Clerk to email pdf to Trustees for checking.	
6.	<p>Communication The Clerk suggested a communication to alert parishioners to the Solid Fuel Scheme. The Trustees agreed and suggested adding information into the Parish Magazine.</p> <p>ACTION : Clerk to write post for website and Parish Magazine. ACTION : Clerk to email BF with post for social media. ACTION : BF to post on social media.</p>	
7.	<p>AOB. Concerns raised about non-resident application. Trustees agreed to personally verify new applicants.</p> <p>ACTION : Clerk to add to active scheme forms/website request for proof of residency.</p>	
8.	<u>ARRANGEMENTS FOR NEXT MEETING</u>	
	<p>2nd April 2026, 7th May 2026, 4th June 2026, 2nd July 2026, 6th August 2026, 3rd September 2026, 1st October 2026, 5th November 2026, 3rd December 2026. All at Ellingham Village Hall.</p>	

Minutes compiled by : Virginia Mayes-Wright

ECT telephone number – 07841437614 (Trustee Brenda Frier)