

ELLINGHAM COMMUNITY TRUST MINUTES FROM MEETING HELD 4 JUNE 2026 AT ELLINGHAM VILLAGE HALL

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

APOLOGIES	
NAME	ROLE
Graham Edmonson (GE)	Trustee

	<u>MINUTES FROM THE PREVIOUS MEETING</u>	
2.	The Trustees reviewed the minutes from the previous meeting held on 7th May 2026. Proposed by BF & seconded by JT. <u>Completed Actions</u> • LF to check the payments. Regarding outstanding invoice for Parish Magazine for July 2025. • DM to inform the applicant. Regarding the Christmas lights application. • Clerk to change deadline information online. Regarding the Solid Fuel Scheme applications. • Clerk to email community contacts to confirm applications. • Clerk to email list of community contacts to Judy for distribution. • Clerk to put the Welcome Pack onto the website. • Clerk to post a communication on the website. • Clerk to email the post to BF for social media. • BF to post on social media	
	<u>DISCUSSION POINTS</u>	

3.	Treasures Report. LF presented the Treasurer's Report. Income was £50 and Expenditure includes Bank Charges, Green Schemes and printing costs. LF presented the Profit & Loss for the year. The Trustees reviewed the report. LF noted that additional windfarm payment will be received soon.	
4.	Applications/Review of Schemes <u>Grants/Applications In Progress</u> <u>Application – Christmas Lights</u> – It was noted that no update has been received. <u>Photographic Archive</u> – Clerk updated the Trustees on the progress of the project. ACTION : DM to check in with GE. <u>St Maurice's Church</u> – Update received from Neil Mundy, including a request for final payment. ACTION : DM to check payment schedule and respond to the applicant. ACTION : Clerk to communicate the response plan to the applicant. <u>Solid Fuel Scheme</u> – The Clerk reported 125 applications to date comprising of 35 heatlogs, 51 hardwood, 13 coal vouchers, 24 £250 and 2 £100. Last year we had 142 applications so there are approximately another 20 applications to be received. ACTION : Clerk to share Solid Fuel list with Trustees to identify missing applicants. <u>Green Scheme</u> – no applications in this period. <u>TESS</u> – noted one application received in this period. Trustees agreed to support the application. ACTION : Clerk to respond to applicant.	DM DM Clerk Clerk Clerk
6.	Communication The Clerk suggested that this month's communication should be a final reminder for the Solid Fuel Scheme. ACTION : Clerk to email Eileen to add a note regarding Solid Fuel Scheme deadline post. ACTION : Clerk to add post to website on the deadline of the Scheme.	Clerk Clerk
7.	AOB. Welcome Pack – JG showed the Welcome Pack to the Trustees. The Trustees discussed locations for distribution.	

	ACTION : JG to pass a couple of Welcome Pack leaflets to each of Community Contacts. ACTION : Clerk to order 100 additional Welcome Pack leaflets at the same weight for further distribution. DM suggested of sharing info on changes in residents within the Communication section of each meeting. ACTION : Clerk to add changes to residents to the Agendas. DM suggested survey on the schemes to be reviewed at the AGM. ACTION : Clerk to draft survey on schemes. Clerk Holiday – the Clerk noted her holiday dates for the end of June.	JG Clerk Clerk Clerk
8.	<u>ARRANGEMENTS FOR NEXT MEETING</u>	
	2nd July 2026, 6th August 2026, 3rd September 2026, 1st October 2026, 5th November 2026 and AGM, 3rd December 2026. All at Ellingham Village Hall.	

Minutes compiled by : Virginia Mayes-Wright

ECT telephone number – 07841437614 (Trustee Brenda Frier)