

**WIDECOMBE COMMUNITY HALL CIO**  
(Charity registration number 1182621)

Minutes of meeting No: 13 of the board of trustees  
of Widecombe Community Hall CIO held from OLD WALLS, PONSWORTHY  
(virtual online meeting with members using Zoom)  
on Monday 28<sup>th</sup> September 2020 at 8.00 pm.

PRESENT:	NAME	POSITION
	Yvette Elliott (YE)	Chair
	Sarah Reeve (SR)	Secretary
	Chris Elliott (CE)	Treasurer
	Lloyd Mortimore (LM)	Trustee
	Alan Peake (AP)	Trustee
	Kris Blood (KB)	Vice-chair
	Evelyn Edworthy (EE)	Trustee
IN ATTENDANCE:		
APOLOGIES FOR ABSENCE:		
ABSENT WITHOUT APOLOGY:		

**1. NOTICE AND QUORUM**

- The chairman reported that sufficient notice of the meeting had been duly given and that a quorum was present. The chairman declared that the meeting was open.

**2. DECLARATIONS OF INTEREST**

- None.

**3. MINUTES OF LAST MEETING**

- The Minutes of the last meeting (24<sup>th</sup> August) were approved and signed.

**4. MATTERS ARISING**

- LOAN GUARANTORS Request email; (KB & YE) have been through the document. Amended to suit our situation. The time limit will match the Public Works Loan Board. Each person's agreement will be specific to the amount covered. We hope the Parish Council will accept multiple documents from guarantors. Still require further guarantors to reach our limit, we have £32k guaranteed so far.

- (EE) Crowdfunder –Started drafting a page. Will open when ready. In hand.
- (LM) Sent email to Alastair who is prepared to help with the next stage of the project. Slight price increase to his fees, by the hour, £50. Available wherever we are ready. A good person to move the project forward with us.
- (SR) Newsletter – Edition 2, draft emailed to trustees for comments. 2<sup>nd</sup> draft will be sent out for further amendments. (EE) to keep FB account updated.
- (All) Sent I.D. to the Accountant.

## 5. COVID-19 IMPACT DISCUSSION

- Limited as to what we can do such as Fundraising.
- Let public know what we are planning – the need for extra volunteers and what will they be doing. Next stage will be quite different.
- Funding: Grants and large funds are not available at the moment, probably not for the next 12 months. We can work towards applying for grants ready for when they are available. Don't apply for grants that we can't re-apply for later when things are easier. Big funders will be for main construction. Bid writer has been in touch with Yvette with advice but is moving elsewhere.
- Discuss extending the Planning with the DNPA. We can't move forward until all conditions have been met. Should we start the access with the money we've got. We have just enough for 1st stage bit and we pay for Alastair as well. Shouldn't spend all our money. (YE) applying for 2 small grants for 1st phase. Explain in newsletter that Funding streams are on hold.
- Building access next summer will secure planning and show that we are going ahead. Also do electric & power-services at the entrance stage. Committee are happy to aim for spring 2021 bridge work to begin if possible and the project isn't stopped. Will have to spend some of current funds to build access. Limited grants will be available = maybe up to 15k. (YE) going to approach small charitable trusts. Mention benefits of how a new hall would have been beneficial during Covid 19.

## 6. SUB COMMITTEE UPDATES

- Design Sub Committee. Haven't had a meeting yet. Size of culvert to be settled. Speak to Alistair about the roof structure, cost. Steel or timber. Consider 'Passive House' design. Create list of items for Alastair, (AP) to draft and email.
- Finance & Fundraising (EE) Setting up Crowdfunder. (YE) Grant Application – 2 month wait.

## 7. FINANCIAL UPDATE

- Draft Accounts have come from the accountant. Straightforward. Field not purchased yet – Solicitors finalizing paperwork. Very close to completion. (EE) *joined the meeting*. Draft accounts should be approved at the AGM which should be our next meeting.
- £65k in the bank at the moment – unrestricted. Good position to be in.
- AGM – Open invitation for members of public to join – only Trustees can vote. To be held online using Zoom, make login details available. Invite people to Zoom meeting. Invite to join sub-committee. AGM- Date- November 4th Wednesday-7.30pm
- Newsletter - direct to website where you can see AGM agenda and draft amounts. Ask us for joining instructions & we will give them the Zoom details and how it works.

8. A. O. B.

- None

9. D.O.N.M. – Normal meeting to follow the AGM on Wednesday 11<sup>th</sup> November.

10. CLOSE: There was no further business and therefore the chairman declared that the meeting was closed. 9:06 pm

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Chairman

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Date

N.B. **Highlighted Items** = Tasks to be done.