

WIDECOMBE COMMUNITY HALL CIO
(Charity registration number 1182621)

Minutes of meeting No: 40 of the board of trustees
of Widecombe Community Hall CIO held at Old Walls
on Monday 19th February 2024 at 7:30 pm.

PRESENT:	NAME	POSITION
	Yvette Elliott (YE)	Chair
	Chris Mayhead (CM)	Trustee
	Sarah Reeve (SR)	Secretary
	Alan Peake (AP)	Trustee
	Chris Elliott (CE)	Trustee
	Lloyd Mortimore (LM)	Trustee
IN ATTENDANCE:		
APOLOGIES FOR ABSENCE:	Iain Russell (IR) Polly McAfee (PM) Gail Fursdon (GF)	Trustee Vice Chair Finance Administrator
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 (15th January 2024) were approved and signed.

4. MATTERS ARISING

- **DNPA Planning Amendment:** Parish Council supported our application. Ecologist also supported, progressing so far. 12th March deadline. Cost of £300 – (AK) dealing with this.
- **Westen Power Distribution:** Will have meeting with (AK) next week. 28 or 29th February. Needed size for heat pump –will affect the size of power supply. Solar & car charging output we know. (AP) suggested ground source heating – mat in behind car park – cost unknown- so not sure yet. A well insulated building shouldn't need such an expensive system.

(CM) asked have we got professional advice as to which is best – cost, efficiency, etc. We have had a PASSIVHAUS report done and we will later need a consultant for this but not yet. WPD asking for more info than they need. (AP) & (IR) to go to the meeting with (CE) & (AK).

- **Sent Thanks to Alastair:** (AP) sent thanks to him. Health is not good. He will send us an invoice for £2k which is much less than expected. Committee authorised the expense.

5. SUB-COMMITTEE UPDATES & NEXT STEPS

DESIGN:

- **Plan Siteworks:** Hedge behind container needs trimming. Site work in the spring. Concrete in base of swale. Inlet pipe. Tidy behind the swale. Too wet at the moment. High level of rainfall = swale is working well. WhatsApp group should help get volunteers. CM tried to get a fencing quote. Can't cut hedges after end March due to birds nesting. Maybe wait until autumn. Have a site meeting soon to discuss what needs to be done.
- More kerbs up to end of parking bays would be useful. Check carpark levels first – some filling will be needed.
- **Plan meeting:** Saturday 2nd March, 10 am. CM, AP, CE, LM. On site at Hayes Field.
- **Ballantine Arnold-structural Engineer:** – For structural design for building control. £3,150 + VAT. Approved.

FUNDRAISING:

- **National Lottery Application was unsuccessful:** A huge volume of applications and fund which had reopened after 10 years was very over subscribed. They made comments on how well we'd done so far. Amount of funding required was too large for too small a population. Other options? Teignbridge Rural Development fund – unknown as yet (PM) & (YE) Looking for other funds that might be available. No large funds. 'Awards for All' up to 20k but only for community engagement projects. Other funders – with restrictions eg: must have half the cost already in place. So, do we spend our money now on starting the build or wait? Or get a loan? Get a cost for basic build to watertight and then aim for next stage. Can't apply for funding for work if you have already started. More complicated to go to multiple sources. Smaller grants £50k–100k now likely. Funders would want to know when hall is going to be finished in order to understand the impact their funds will have. We can return to funders previously approached. Need accurate costings from (AK). We've achieved a lot so far, and with local volunteers, can do more this year. Could also look at getting a loan - Interest rate? Ask Charity Bank that we have money saved in. Viridor could fund the last interior stage which might help with other funding applications. (AK) working up a Tender Package.
- **Help with applications:** we could employ someone to help with applications and funding sources – could be no win no fee. Applying to many funders is very time consuming. Professional bid writers might have more knowledge of funds etc. (YE) & (PM) to look into this. Some are certified. Also ask people who helped with NL application, who might recommend. We had £50k donated – on basis PC could borrow £50k but interest would be payable and we have not yet requested this from the PC.
- **Fundraising events this year:**
Duck Race – Easter – April 14th Sunday. Maybe a 'Pooh Stick' competition too.

Fun Run – August Bank Holiday – 25th. Kindly organized by Ali Whale & Nicky Nendick. Hoping to attract 100 runners with £10 fee & sponsorship. Kids one too. Held up at Holwell Lawn? 'GI Fitness' is a sponsor. Will need volunteers for marshalling & car parking. Insurance etc covered. Us to advertise event.

6. FINANCIAL UPDATE (Finance Administrator: Gail Fursdon)

- Total in Bank (Current Account) available: – £22,499.25
- Instant Savings Account (including Feb interest: £28.46) – £25,801.88
- Charity Bank (3.6% 1 year fixed) £75,000.00
- United Trust Bank (5.25% base rate tracker, 120 day notice) £75,275.68
- Petty Cash: £405.06
- PayPal: £655.06
- Zettle: Zero

- **Total in Bank Accounts: £198,576.81**
- **Total: £199,231.87**

- Invoices:
 - a. Quick books and Gsuite regular payments. *(NB the latter will increase from March)*
 - b. Data protection (ICO) renewal
 - c. Structural Engineer
 - d. Alistair Denholm
 - e. Old Inn
 - f. Go Tell Alice (D&D)

- Fundraising events:
 - a. Supporting Wall stone engraving total to date £4,108 (increase of £140).
 - b. Valentine D&D profit: £3,356.80 (+ Gift Aid of £652.50 = £4,009.30)N.B Auction income still to be received £1,100

- Funds:
 - a. Local Fundraising Target REACHED! – £50,454.41
 - b. Unrestricted funds available: £198,731.87
 - c. Restricted Funds: WPC grant for electricity connection £500

- **Donations/Interest:**
 - a. £10 – regular direct debit
 - b. £50 ref D&D

- February '24 bank statement to be presented and confirmed then signed by an officer at the next meeting.

7. A.O.B.

- Now that the new Brook Lane houses are occupied we will put leaflets through their doors.

8. D.O.N.M

- Monday 18th March 7:30pm, Old Walls

9. CLOSE: There was no further business and therefore the chair declared that the meeting was closed. 8.58pm.

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Chairman

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Date

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