

WIDECOMBE COMMUNITY HALL CIO
(Charity registration number 1182621)

Minutes of meeting No: 30 of the board of trustees
of Widecombe Community Hall CIO held from OLD WALLS, PONSWORTHY
(meeting in person with some members using Zoom)
on Monday 9th January at 7:30 pm.

PRESENT:	NAME	POSITION
	Yvette Elliott (YE)	Chair
	Chris Mayhead (CM)	Trustee
	Sarah Reeve (SR)	Secretary
	Chris Elliott (CE)	Trustee
	Alan Peake (AP)	Trustee
	Lloyd Mortimore (LM)	Trustee
	Gail Fursdon (GF)	Finance Administrator
	Polly McAfee (PM)	Vice-Chair
IN ATTENDANCE:	Iain Russell	
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.
- Iain Russell was welcomed and introduced himself to Trustees. Trustees to consider co-opting Iain onto the Board at the end of the meeting.

2. DECLARATIONS OF INTEREST

- All Trustees as we discuss Trustee remuneration/reimbursement.

3. MINUTES OF LAST MEETING

- The Minutes of the last meeting (14th November 2022) were approved and signed.

4. MATTERS ARISING

- Water consumption (CM) – Judy Southcombe (Treasurer of Widecombe & District Sports Group) asked to consider option of us taking over the water connection with a possible sub-meter to WADSG. This is an agreeable suggestion, but no rush. Their current water bills =

£38 per year. They are happy to continue as is and then we can take over later. A4A grant included amount to pay sports group for our open day and also general usage.

- (SR) Made advert for Moorland Merrymakers pantomime programme in December 2022, **now send email to Jo Mortimore** (Treasurer MM) for bill as we haven't paid for advert.

5. SUB-COMMITTEE UPDATES & NEXT STEPS

DESIGN:

- **Access Works update:** Drainage layer done. There were some drainage issues into neighboring land with water discoloured for a time. We've acted immediately and problem is resolved; water running clear. **(LM) checking continually to make sure it is ok.**
- AP advised that we contact Building Control before proceeding further. **(IR) has potential contacts.**
- (CM) in summary: Porteous – we are continuing to work with, including underground pipework across the road; Recycled plastic fencing ready to be fitted at entrance; Electric supply – in hand (CE); Need to tidy up edge of road with dished channel; Granite kerbs now on site; Swale work to do; Excess material on site to be sorted; Cattle grid not yet anchored in place.
- Discussion took place regarding finished surface over bridge - now or later after construction? Concrete or block paving? It was agreed that we wait until after construction work has been done, but the dished channel could be laid now to make the entrance look better for local community & the cattlegrid can be concreted at the same time. Invite Porteous & others to quote for laying kerbs and block paving later?
Design sub-committee meeting soon, involve Iain. **Design Sub Committee planned for Monday 23rd January, evening 7:30pm. Agenda & meeting plan soon (CE)** Consider the timetable to complete access works and also main hall detailed design, including heating.
- Continue to record hours.
- Spending so far on access works – £39k. £11k was grant funded. Lots of work given by volunteers and from Porteous Groundworks. No invoice received from Matt Irish yet (YE) to chase. Local firms; Glendinning and Civil Solutions have been very supportive. Most purchases have been VAT free so far.
- No spending to be authorised.

FUNDRAISING:

- **Games Night** – bookings coming in. L M Hall booked – Helpers needed to set up. Open evening with supper. Lots of games to choose from.
- Also launch 'Supporting Wall'. **Finish Google Form (YE) & (CE)**. Can book online or in person. Hoping people pay more than our suggested donation. **(LM) Wall sample at event.** All sponsors treated equally, regardless of sums donated – no preferential locations for stones in the wall. Gift aid encouraged for extra 25% income.
- **Harvest Supper – Autumn:** local produce etc Cook & eat together. Make another A 4 A grant to support it. Can also support moving the wider project forward.
- (CM) – **Idea; Christmas Card** – Rob Newbolt Young could do a painting of village, make into a card to sell as a fundraiser. Agreed by all.
- **Grants** – can't apply too soon. Funding will need to come from several different funders – can't cover same tasks and there will be a time limit for spending. Need to wait for the right time to apply. Funders; talk to them before applying, and they can steer us in the right

direction.

Ecological & Environmental nature of the project will hopefully be attractive to funders. Have to show public benefit at each stage of funding.

6. FINANCIAL UPDATE (Finance Administrator: Gail Fursdon)

- Total in Bank (Current Account) available: – £40,572.75
- Instant Savings Account: – £150,030.62
- (opened 16/11/22 interest earned to date £30.62)
- Petty Cash: £369.27
- PayPal: (not banked yet)
 - a. £9.66 (£10 minus fees) for quiz night
 - b. £492.80 (£500 gift aided donation, see below)
- **Total in Bank Accounts: £190,617.77**
- Invoices in but not paid yet:
 - a. Historic £45.00 (debit card payment not banked)
- Local Fundraising Target at 69% of 50k – £34,251.25
- **Restricted funds: Nil**
Unrestricted funds available: £191,475.10
- **Donations:**
 - a. £10 Welby
 - b. £100 Fursdon
 - c. £500 Russell
- November bank statement was presented, confirmed and then signed by an officer.

7. CO-OPTING NEW TRUSTEES.

- Iain Russell is co-founder of Bower Eco Homes and has been building houses for 12 years. Projects include terraced urban homes, now rural small developments – eco & sustainable.
- YE proposed that Iain be co-opted as a Trustee. LM seconded. All in favour. Iain will be a welcome member of the board. Skills are useful. More people the better, and helps those who have been involved for some years. Iain will join the Design Sub Committee. **(YE) to complete necessary forms with Charity Commission.**

8. A.O.B.

- Possible fundraiser idea based on TV “Would I Lie to You”? **(YE) & (PM) to consider.**

9. D.O.N.M

- Monday 6th February 2023, Old Walls (& Zoom) 7:30pm

10. CLOSE: There was no further business and therefore the chairman declared that the meeting was closed. 9:02 pm

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Chairman

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Date

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