

WIDECOMBE COMMUNITY HALL CIO
(Charity registration number 1182621)

Minutes of meeting No: 31 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 6th February 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
	Iain Russell (IR)	Trustee
	Gail Fursdon (GF)	Finance Administrator
IN ATTENDANCE:		
APOLOGIES FOR ABSENCE:	Lloyd Mortimore (LM) Polly McAfee (PM)	Trustee Vice-Chair
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

- All Trustees as we discuss Trustee remuneration/reimbursement.

3. MINUTES OF LAST MEETING

- The Minutes of the last meeting (9th January 2023) were approved and signed.

4. MATTERS ARISING

- Invoice MM programme (SR) – sent email to Jo Hellier and received reply to say that the MM had decided to let us have the advertising space free of charge as they want to support local projects. (SR) replied with thanks.
- Building Control contacts (IR) – shared.

- Supporting Wall engraved stone orders – Google form created and now live and orders can be placed online.
- Games Night – Display wall example – done.
- Charity Commission – Iain Russell's details have been updated (YE).

5. SUB-COMMITTEE UPDATES & NEXT STEPS

DESIGN:

- **Design Sub Committee had a meeting on 24th January.** Please find the notes for this attached.
- No spending decisions needed from Trustees.
- Current practical work summary – move more spoil off the heap in the field. PM thought it was dry enough to move soon. Design – start things moving again and engage professionals for project management. Figures from feasibility study to be reviewed now to see where we have got to so far and what we have achieved. Prices have gone up, but it would give us a rough idea. **Produce a working document (CM)** which we update as we move forward. Architects get a set figure not a % of build. **(YE) to look for original doc.**

FUNDRAISING:

- Sub Committee met earlier today and notes are attached.
- Draft calendar of events produced for the whole year;
- Duck Race; Quiz Night; 'Would I lie to you?' – 'World laughter day'; 'Field to Fork' community event. Monthly events; pop up stalls etc.
- Widecombe Fair Committee – waiting to hear if we will be Charity of the Year this year.
- Suggestion: Joint event with LMH? High tea one afternoon? People book, cost per person, provide posh tea. Trustees agreed to ask LMH Committee if they would be agreeable **(YE) to contact Flash**
- (CM) suggested Winter Ball. Andrew/Richard might be available to host one at The Old Inn. Other venues suggested: Cafe on the Green but they're not so keen on evening events. Rugglestone? – garden – mid-summers dinner with live music? We have access to a basic marquee. **(CM) to ask Old Inn initially.**
- Quilting Craft Fair – waiting for more info; 23rd to 25th February at Newton Abbot Racecourse. Wid. sewing group will do the Friday and there are two more days for volunteers to man the stall. We could do the Saturday. Sell tickets for the Quilt. Need lots more volunteers. £250 sold so far (less material costs). Maybe try local press to gain interest. Can buy books of 5 from website **(SR) do another post on FB-share & help sell tickets.**

6. FINANCIAL UPDATE (Finance Administrator: Gail Fursdon)

- Total in Bank (Current Account) available: – £41,851.64
- Instant Savings Account: – £150,094.74
- Petty Cash: £367.52
- PayPal: Zero
- Zettle: Zero
- **Total in Bank Accounts: £191,946.38**

- Games Night - Profit: £398.90 plus £15 for Quilt raffle = £413.80
- Invoices in but not paid yet:
 - a. Historic £45.00
- Invoices: regular monthly ones only including Gsuite which has increased to £4.46/month from £4.16
- Local Fundraising Target at 70.69% of 50k – £35,344.25
- Unrestricted funds available: £191,946.38

- **Donations:**
 - a. £10 Welby
 - b. 'Supporting Wall' stone engraving income: £400

- December bank statement was presented, confirmed and then signed by an officer.
- Our savings account has a poor interest rate and better options exist. Trustees approved the transfer of funds into new savings accounts, including the possibility of notice accounts (up to 120 days) for improved interest. Two new accounts to be set up with £75,000 in each to make use of the FSCA protection **(YE & CM) to investigate.**

7. A.O.B.

- Trustees continue to record hours. **(CE) to resend link to do this.**

8. D.O.N.M

- Monday 13th March, 7:30pm, Old Walls/Zoom

9. CLOSE: There was no further business and therefore the chairman declared that the meeting was closed. 8:30pm

.....
Chairman

.....
Date

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