

WIDECOMBE COMMUNITY HALL CIO

(Charity registration number 1182621)

Minutes of meeting No: 23 of the board of trustees of Widecombe Community Hall CIO held at OLD WALLS, PONSWORTHY on Monday 25th April 2022 at 7.30 pm.

PRESENT:	NAME	POSITION
	Yvette Elliott (YE)	Chair
	Kris Blood (KB)	Vice-chair
	Chris Elliott (CE)	Trustee
	Chris Mayhead (CM)	Trustee
	Polly McAfee (PM)	Trustee
	Lloyd Mortimore (LM)	Trustee
	Alan Peake (AP)	Trustee
IN ATTENDANCE:	Gail Fursdon (GF)	Financial Administrator
APOLOGIES FOR ABSENCE:	Sarah Reeve (SR)	Secretary
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.
- Chair announced that Sophie Mount has stepped down as a Trustee; and welcomed Chris Mayhead to the Board of Trustees.

2. DECLARATIONS OF INTEREST

- None.

3. MINUTES OF LAST MEETING

- The Minutes of the last meeting (24th March) were approved and signed.

4. MATTERS ARISING

- YE has updated the Charity Commission website with Trustees details. **CM** to send YE any further information he wishes to add. Also inform PM of any changes as the information is also on the website. (**ALL**). Sophie needs removing from the Charity Commission and the Hall's websites (**YE/PM**)
- Publicise Gift Aid receipts – **YE** to write something for the Parish Link
- Notice Board – CE has sourced an aluminum sign. Most of it will contain permanent information, with a small area for topical items such as forthcoming events. Check the email CE has sent out regarding wording (**ALL**). CM & PM had a few remarks. **PM** will rework some of the wording
- Organise a meeting with Chris Hart – to be carried forward (**CE**)

5. SUB-COMMITTEE UPDATES

Design

- It's important now to get on with the access work. The specific tasks and personnel aren't clear yet. **CE** to set up a meeting at the field to discuss a task list. (Note: has now taken place)
- LM has spoken to Matthew Irish, who has indicated he is keen to help out. LM will arrange a meeting with him once the task list is in place.
- We also need to speak to Civil Solutions to see if they are willing to supply us materials VAT free. (Subsequent to the meeting AP has spoken to them, and as long as they receive appropriate certification they are happy to supply material VAT free) **YE** can provide paperwork.
- The work is dependent on the watercourse Consent. This could take up to 8 weeks, but is usually confirmed quicker than that. **CE** to complete submission.
- AP met with Alistair, who will plot out an overall plan for the Hall's main build. The sub-committee need to finalise a few items.

Fundraising

- Two grant applications have been completed – the Postcode Lottery for £25K, and Bernard Sunley for an unspecified amount (the fund decides how much to allocate).
- The Duck Race was successful, and proved to be a good community event with great engagement. YE thanked everyone for their support.

- There appears to be an increasing enthusiasm for gatherings, so it would be nice to capitalize on this with another event in perhaps two months time (**YE/PM**).
- There was some discussion on possible ideas – fireworks, barn dance, “Hampers on Hayes”. It was noted that the last Barn Dance didn’t provide a large profit. GF noted that there is already a number of events during the summer – the Queen’s jubilee and the return of Widecombe Fair, so fitting in another event could be difficult. Nothing is booked yet for Widecombe Fair. **YE** to contact Fair Committee to see if there’s a pitch available – volunteers required to man it.
- LM noted that the committee needs to sort out the details for the stone engraving idea. Possibly 70 – 80 names in a prominent position. It would be nice if it could cover the cost of the granite facing. The Lifeboat Institute ran a similar idea - **CM** to investigate further.
- Event on Hayes field - Once the design team’s task list is drawn up, there will be a clearer idea of possible access dates. AP noted that a temporary pedestrian bridge could be used as a contingency plan. **YE** will check the funding conditions to see if it could be delayed to Spring if needs be, although this year is the preference.

6. FINANCIAL UPDATE

- The Duck Race produced a net profit of £928.60. Should this be considered as an annual event?

The Accounts are looking healthy :-

Bank total	£81,220.93
Petty Cash	£933.79 – excess to be banked asap
PayPal	nil – all transferred into the bank

Duck race profit £928.60 (gross £1023.31)

Invoices paid since last meeting
 G suite £4.14 - website
 Quick books £14.40 - accounts
 £89.95 – duck race & tombola prizes
 (PayPal costs for duck sales £4.76)

Local Fund-raising target at 65%

Restricted Funds	
Norman Family Charitable	£2,000
Lottery Community Fund	£10,000
Elmgrant Trust	£2,500
Unrestricted Funds	£67,654.72

7. NEXT STEPS

- Each sub-committee to carry on their tasks and report back to one another.

8. AOB

- Gary's Legacy – Probate application has been submitted, it takes about 2 months. His property will be marketed shortly.

9. DONM – **Tuesday 24th May** at 7:30pm, via zoom

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

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Chairman

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Date

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