

WIDECOMBE COMMUNITY HALL CIO
(Charity registration number 1182621)

Minutes of meeting No: 35 of the board of trustees
of Widecombe Community Hall CIO held at Old Walls & using Zoom
on Monday 24th July at 7:30 pm.

PRESENT:	NAME	POSITION
	Yvette Elliott (YE)	Chair
	Chris Mayhead (CM)	Trustee
	Sarah Reeve (SR)	Secretary
	Gail Fursdon (GF)	Finance Administrator
	Alan Peake (AP)	Trustee
	Lloyd Mortimore (LM)	Trustee
	Chris Elliott (CE)	Trustee
IN ATTENDANCE:		
APOLOGIES FOR ABSENCE:	Polly McAfee (PM)	Vice-Chair
ABSENT WITHOUT APOLOGY:	Iain Russell (IR)	Trustee

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 (15th May 2023) were approved and signed.

4. MATTERS ARISING

- **Alcohol Licence:** done
- **Savings Accounts:** Applied for and opened with £75K in in each account with; Charity Bank & United Trust Bank. Neith account has online access - both done by post. Other accounts remain the same. £40k in Lloyds.
- **'Payment Received' email:** (YE) Sent out a 'payment received & thanks' to all those who have paid for Engraved stones to date.
- **Winter Ball:** (CM) meeting with Andrew (Old Inn). Hot buffet, pudding & coffee = £22 per person. Max 70 people or add 20 if using old bar area. January or February.
January 19th = Winter Regatta dinner, with a potential to combine? Other cost; £300 for band 'Go Tell Alice' if we charge £30 per ticket, not much profit to be made. Regatta don't have dancing music decided best not to do joint event. February – make it a Valentine's event? 14th is on a Wednesday – could do nearest Saturday. 17th or Friday 16th ? (CM) to see if available. Maybe do a mini auction or raffle as a fundraiser. (CM) to book.

5. SUB-COMMITTEE UPDATES & NEXT STEPS

DESIGN:

- **Field Work continues:** Lots of field work on swale, kerb stones laid on upstream side of bridge. Whole hall footprint is compacted to same level. Roadway laid out with centerline. Material to be landscaped soon in drier weather. Swale needs skimming and lining and can then be planted. Our 'LEMP' said we would use wild flowers & grasses, 'species rich native flora'. Undeveloped half of site will eventually be 'fenced' with an opaque barrier. Need drier weather before more work can continue. On-site meeting to discuss plan - Sunday 30th July. New sign ready to install soon.
- **Appointed Architect Andrew Kirby:** AK has started and agreed to have a meeting on 10th August, 9/10am to look at drawings etc. Floor plan as updated by (AP).
- **BT & Western Power:** Still waiting before continuing work – still deciding heat pump or radiators? Western Power will need more application info if using heat pumps, solar, car chargers etc.
- **(IR) Quote:** For heating system – included batteries, solar panels etc. Electric radiant heating or air source heat pump for heating. Cost benefit in the long term. Might have some small impact on design.
- **No spending decisions needed.** (AK) 1st payment, £2.4k, will be billed end August (pre-approved).

FUNDRAISING:

- **Field to Fork** Not happening now as funding didn't get awarded.
- **National Lottery** We could apply for up to £500k. Lots of things to prepare first. Deadline April 24 but aiming for end Nov '23. (AK) is aware of what we need. Have to have everything in place. Preliminary outline first, then if successful, more for second stage. (AK) leading on getting the info needed. (YE) & (PM) are focusing on this atm. as well as applying for smaller applications. (YE) starting contact with NL online forums etc so that we are known before making application.
- Application to Teignbridge District Council for levelling up funds will have to wait for next financial year with help/advice from Local Councilor.

- **Sailing Club/Jim Causley concert refreshments:** Cheese scones, cheese board takeaway box or charcuterie takeaway box. Cash only. Volunteers on evening + Bar. Doors open 7pm. Set up from 6pm. Borrow tables from Church House. 100 tickets sold so far.
- Widecombe Fair – ‘Charity of the Year’ – Have our own marquee, in good position. Hope to use their WiFi & sell engraved stones also give contact cards with our details on. No power supply? Can't sell refreshments. Tombola. Drawings on display. WFC will give us a donation from profits. We can have space in the programme & announcements during the fair.
(CE/LM) to ask if we can have power. (SR) lend 50m extension lead. QUILT-draw winning ticket.
- (SR) to look into ‘feather’ or ‘sail flags’ for the fair and future events.

6. FINANCIAL UPDATE (Finance Administrator: Gail Fursdon)

- Total in Bank (Current Account) available: – £22,607.98
- Instant Savings Account (including £613.38 at 0.9%): – £25,613.38
- Charity Bank (3.6% 1 year fixed) £75,000.00
- United Trust Bank (5% base rate tracker, 120 day notice) £75,000.00
- Petty Cash: £360.23
- PayPal: Zero
- Zettle: Zero

Total in Bank Accounts: £198,221.36

- Invoices:
 - a. Annual Insurance Richard Tidball – £688.32
 - b. Quick books and Gsuite regular payments
- Fundraising events:
 - a. Pyramid lunches to date – £430.00
 - b. Quilt raffle sales/donations to date £1,474.00 (inc. new sales on fudge day and donations totaling £69.00)
 - c. Supporting Wall stone engraving total to date £1,543.00
- Funds:
 - a. Local Fundraising Target at 86.34% – £43,169.29
 - b. Unrestricted funds available: £197,721.36
 - c. Restricted Funds: WPC grant for electricity connection £500
- **Donations/Interest:**
 - a. £10 – regular direct debit
 - b. Val's Open Gardens £915.00
 - c. Moorland Merrymakers – £500.00
 - d. HMRC gift aid receipt 2022-2023 – £503.99
- May and June bank statements were presented, confirmed and then signed by an officer.
- NB Accountants working on 2022–2023 accounts now.

7. A.O.B.

- **Letter Drop:** We should letter drop new residents to let them know who we are.
- **(CM) A point to note:** Old Inn has pipe which runs off the stream. It has dried this summer. Found the pipe, but water level in it is too low at the moment – could need cleaning out? Now in the hands of Hall & Woodhouse solicitors. We wait to see what happens next.

8. D.O.N.M

- Monday 21st August 7:30pm, Old Walls/Zoom

9. CLOSE: There was no further business and therefore the Chairman declared that the meeting was closed. 9:08pm

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Chairman

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Date

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