

SHERBURN IN ELMET COMMUNITY TRUST
MINUTES FOR TRUSTEES MEETING
6.00pm on 29th OCTOBER 2018

Present: Paul Doherty (Chair), Andrew Potts, Karen Packham, Les Wake, Tony Hewitt, Alma Hodgson and Kevin Sibson

Apologies: Gary Limbert

Declaration of Interest: Alma Hodgson (Gala Committee), Paul Doherty (Parish Councillor) and Les Wake (Parish Councillor)

Discussion Points	Actions
<p>Minutes for Last Meeting: Amends to Minutes of last meeting noted and to be actioned by AP.</p> <p>Action Points: Action points within main agenda</p>	<p><i>KS to publish on website</i></p>
<p>Treasurers Report: Report submitted and accepted as in good order. The operating loss for the OGS is less than forecasted and will be covered by BLF Grants. General consensus is that the OGS is on track and achieving the targets set. The Co-op has agreed a 12-month grant for the Library, based on contributions from the dividend scheme. The money generated will be used for general running costs and to cover the shortfall in income this year from expected funds from the South Milford Bonfire. Application to be made to the BLF Awards for All for £10,000. This is in relation to activities for children. AGM to be held on 18th December, where approved accounts can be ratified. Notice to be posted in Library and OGS. Screwfix grant application for maintenance equipment submitted.</p>	<p><i>KP to liase with Anne-Marie</i></p> <p><i>KP</i></p> <p><i>AP</i></p> <p><i>KP</i></p>
<p>Old Girls' School Update: General Update: Craft Fair have offered £500 contribution towards the proposed clock in the tower. CCM report provided and accepted.</p> <p>IT Suite: Research by MOGS has identified that the purchase of laptop computers is not required. Enable have approved use of the grant to procure white screens, projectors and TV monitor screens.</p> <p>Events: Clarification on catering responsibilities was agreed as follows:</p> <ul style="list-style-type: none"> • FOGS to provide refreshments for Community Fundraising events • DS to be offered to provide catering for business related bookings. 	

<p>CDM Report: A concern was raised, with regards to the time allocated by the CDM on Minibus administration. It was noted, however, that the Minibus resources are limited and the CDM's input has been necessary to ensure continuation of service.</p>	
<p>Library Update: Cinema night was a great success. Management Group Meetings to be reviewed.</p>	
<p>Trust Policies: Amends required to Financial Management and Controls Policy. Reserves Policy of 6 months running costs to be reviewed, following the expiration of the 3 year BLF Grant.</p>	
<p>Evaluation of SIECT: PD, KS, LW and GL working group. Trustee skills and aims of the Trust (KPI's) to be approved. Progress ongoing.</p>	
<p>Staff Update: Caretaker for OGS: Possible changes regarding the number of hours worked were discussed.</p>	LW
<p>Youth Provision: No movement since last meeting, as we are still waiting to hear from NYCC</p>	
<p>Organisational Health Check: PD has commenced report.</p>	PD
<p>Any other business: Community Cinema: KS and KP both proposed additional viewings, including lunchtime showings and Saturday shows for children. Les Wake: LW offered his apologies for absence at some future meetings, due to illness. Tearooms Opening Hours: The contracted opening hours are 9am-5pm. The Tearooms are currently operating from 9am – 4pm. DJ to be contacted to formally request amendment to business hours. Ambition Laurence Weston: Meeting to be arranged with Andrew Roberston from ALW. Andrew was formally a Director at this Community Association</p>	AP AP

Date of Next Meetings:

Monday 26th November in the Ethel Smith Room at the OGS at 6pm.
AGM on Tuesday 18th December in the Ethel Smith Room at the OGS at 6pm