

**SHERBURN IN ELMET COMMUNITY TRUST**  
**MINUTES FOR TRUSTEES MEETING**  
**HELD AT 6.00pm on 30<sup>TH</sup> MAY 2019**

**Present:** Paul Doherty (Chair), Andrew Potts, Karen Packham, Andy Robertson, Gary Limbert, and Kevin Sibson

**Apologies:** Les Wake

**Declaration of Interest:** Paul Doherty (Parish Councillor) and Alma Hodgson (Gala)

<b>Discussion Points</b>	<b>Actions</b>
<p><b>Election of New Trustee:</b>            Andy Robertson proposed by PD and seconded by KP and elected unanimously as new Trustee. AR has experience as a Director of a Community Charity in Bristol.</p>	
<p><b>Minutes for Last Meeting:</b>            Accepted as accurate.</p>	<p><i>KS to publish on website            AP</i></p>
<p><b>Treasurers Report:</b>            Report submitted and accepted as in good order.</p>	
<p><b>Recruiting new Trustees</b>  <b>Recruiting a new Treasurer:</b>            This is proving challenging, with a number of other Charities in the village all currently attempting to recruit Treasurers. The Trust wishes to provide support to KP, to enable KP's time management to be of more benefit for the Trust.            KP wishes to network with other organisations to try and find a resolution.            The CCM is already handling some accounting work for the OGS. KP to discuss with CCM to evaluate if further responsibilities could be taken.            KP also to discuss how the Library could take on more responsibility.</p> <p><b>Trustee Recruitment</b>            Currently the Trust has 8 Trustees. Additional Trustees with experience in Marketing and Finance would be advantageous. The Constitution will allow up to 10 Trustees.            AR volunteered to assist in general marketing and communication of the Trust's work within the community.</p> <p><b>Re-election of Trustees</b>            GL has agreed to stand again as a Trustee. Tony Hewitt no wishes to stand as Trustee. The Trust is grateful for all his hard work and efforts, especially in ensuring that the OGS reached completion on schedule.</p> <p><b>Election of Vice-Chair.</b>            PD proposed KS as Vice Chair. Seconded by KP. Approved by all.</p>	<p><i>KP</i></p> <p><i>KP and AR to meet with Anne-Marie</i></p> <p><i>PD to write letter of thanks</i></p>

<p><b>Old Girls' School Update:</b>  <b>Time Management of CCM:</b>  Resolved.</p> <p><b>Clock:</b>  To be deferred to next meeting.</p> <p><b>Kirkgate Nursery request for funding for outside storage area:</b>  A new roof is potentially required in the storage area. The issue is who is responsible for the costs of repair. The lease is to be reviewed to confirm responsibility.</p> <p><b>Publication of MOGS Minutes:</b>  Minutes to be provided to KS for publication once approved.</p> <p><b>Exit Strategy of OGS and the Nursery:</b>  Following a request, it was confirmed that the Nursery is included in the exit strategy.</p> <p><b>PAT Testing at OGS:</b>  KP advised that it was not a legal obligation, as long as equipment is deemed to be adequate and suitable for use.</p> <p><b>Potential license for Margaret Battle Room</b>  There are 2 enquiries for use of this room on a more permanent basis. An issue may be use of the room in conflict with terms of use with SDC for rates. It was agreed that the potential revenue and increased footfall in the OGS would be beneficial for the viability of the Centre. An appropriate license to be offered on an annual basis. Agreed by all.</p> <p><b>Flyposting:</b>  Complaint referred to SPC with regards to posting notices in the village. This has been noted and future notices will be posted responsibly within the community.</p> <p><b>Media Relations Policy:</b>  A press release was published without authority of the Trust. FOGS and MOGS to be advised of Trust policy.</p>	<p><i>Next meeting</i></p> <p><i>GL. PD to provide copy of lease.</i></p> <p><i>AP</i></p> <p><i>AP to respond to query.</i></p> <p><i>KP to draw up appropriate license</i></p> <p><i>AP to advise FOGS and MOGS to include in agendas</i></p>
<p><b>Community Publications:</b>  Welcome to Sherburn booklets (5,000 printed) have been published and distributed. Positive response.  Issue 2 of the Sherburn Informer has been published. Issue 3 to focus on the Craft Fair. There is a smaller print run and distribution, with further promotion required for the online version.</p>	
<p><b>CCM Report:</b>  Accepted as in order.  The issue on Kirkgate Nursery was discussed in the OGS report.</p>	
<p><b>CDM Report:</b>  Accepted as in order.</p>	
<p><b>Library Update:</b>  The Library was runner up in Library of the Year (North Yorkshire). Summer Reading Challenge will be held again this year.</p>	

<p><b>Library Garden:</b> The Pocket Parks Plus is at consultation and proposal stage. SIECT to be consulted on design prior to approvals.</p>	<p><i>PD</i></p>
<p><b>SIECT 3 Year Plan</b> To be presented for approval at the next Trust meeting.</p>	<p><i>KS</i></p>
<p><b>Youth Provision:</b> No movement from NYCC's position requiring a full repairing lease and the Parish Council has been advised of this. Police and Crime Commissioners' Grant still held and ring fenced for use on the project. Other options within the village were discussed, relating to viability of inclusion in current and proposed projects. The Police and Crime Commissioner may be approached to discuss possibilities of alternative use of the Grant, which will still provide the required facilities for Youth Provision.</p>	<p><i>PD, GL and KP to follow up</i></p>
<p><b>Staff Update:</b> Nothing to report</p>	
<p><b>Any other business:</b> The Bad Apple Live Theatre has been booked for 27<sup>th</sup> October</p>	

**Date of Next Meeting:**

Next meeting is as follows: Monday 24<sup>th</sup> June and 22<sup>nd</sup> July at the Old Girls' School at 6pm