

SHERBURN IN ELMET COMMUNITY TRUST
MINUTES FOR TRUSTEES MEETING
HELD AT 6.00pm on 22ND JULY 2019

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

Apologies: Gary Limbert

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

Discussion Points	Actions
<p>Minutes for Last Meeting: Accepted as accurate.</p>	<p><i>KS to publish on SIECT website</i></p>
<p>Treasurers Report: Report submitted and accepted as in good order.</p>	
<p>Recruiting new Trustees Nothing to report.</p>	
<p>Old Girls' School Update: Clock: Dependent on the Teasel Trust and the success of the 2019 Craft Fair. GL to discuss with David Buckle after the event. It was discussed whether the clock was a prudent use of funding from the Teasel Trust. Proposed Monthly Raffle Funded by Warwick Romans Mr. Romans wishes to finance a monthly lottery style raffle, including funding the prizes and paying the printed an associated costs. To commence 1st September, with draws in October, November and December. This is a very generous offer from Mr. Romans, especially as he has offered to sell the majority of the tickets in support of the OGS himself. The prize fund would be £600 per month. A return to the SDC would need to be submitted by the Trust, as required by the Lottery License. The Trust would wish to see that the first month's results gave confidence in the sustainability of the scheme, before rolling out the raffle into future months. Ticket sales can be supported by the Friends. The Trust will raise awareness through press releases. Cycle Racks: Dawn Jacques request for bike racks was discussed and approved. Siting to be agreed. Brown Signs: Inclusion of the Tearooms on in any future Brown Signs (in the Village Centre) may raise concerns as this is a for-profit business. OGS Roof: A report is required to confirm the condition, with reference to the OGS planned maintenance programme.</p>	<p><i>GL</i></p> <p><i>AP and KP to attend next FOGS Meeting</i></p> <p><i>SK and AP</i></p> <p><i>AP to contact Darren Holmes</i></p>

<p>Community Publications: The August/September publication of the Sherburn Informer has now been released. Promotion of the Informer will be through social media and websites, with hard copies circulated at key locations in the village.</p>	
<p>100 Club: KP was concerned that Library Volunteers were not recognised in the recent Volunteer Awards. It was agreed that it should be discussed further, as volunteers should not be taken for granted and the awards can increase the profile of the OGS and Library.</p>	<p><i>AP to add into agenda for March 2020 meeting</i></p>
<p>Arts and Crafts Festival: This has been proposed as a fundraiser in aid of St Leonard's Hospice, with percentage of sales to go to the Hospice. The event would be held at the Library, which would increase exposure of the Library in the community. To be discussed at the next Library Management Group.</p>	
<p>CCM Report: Accepted as in order. Summer bookings are proving difficult, which was expected. The marketing of some users was thought to require improvement.</p>	
<p>CDM Report: No report provided, as will be a quarterly report. The next report will be outcome based, as agreed.</p>	<p><i>AP to circulate to SPC when available</i></p>
<p>Library Update: The Summer Reading Challenge has had a fantastic start. The challenge was 415 children. 166 have already signed up. Credit is due to Lynne Morrisroe for her efforts in the success of the Challenge. IT hardware is being updated throughout August.</p>	
<p>Library Garden: PD held meeting with SPC and Groundworks. The concept plan has been created. An issue was raised, due to historical vandalism and anti-social behavior in the area. CCTV is being installed by the Co-op at their specification and cost. KS raised a concern that the Trust should not be liable for any overspend on budgets. PD to confirm.</p>	<p><i>PD</i></p>
<p>Media Policy: It was agreed that some relaxation should be made on general comments from members of FOGS, MOGS and the Library supporting events. PD to discuss with Ron Miller for advise.</p>	<p><i>PD</i></p>

<p>Marketing Policy: AR has drawn up an outline marketing plan. Reviewing current Trust websites, including the OGS and Library FB sites, is already in progress. AR proposed solutions to increase the awareness of the Trust's functions in the Community. AR to circulate the plan, with Trustees to report back with feedback by 26th July.</p>	<p><i>AR and KP to liaise</i></p>
<p>OGS 1st Birthday: There will be an Open Day to celebrate the opening of the OGS on 1st September 2018. A number of traditional events will be held. Bishop John will be attending. AR requested details to aid in publicity of the event.</p>	<p><i>AP to contact FOGS to provide AR details</i></p>
<p>SIECT 3 Year Plan: Approved subject to amendment of point 3.3. Removal of the clause, with reference to the Youth Club, was approved by all Trustees. Proposed by PD and seconded by KS.</p>	<p><i>KS to amend and circulate</i></p>
<p>Youth Provision: The Office of the Police & Crime Commissioner has agreed the £11k grant to be repurposed for the provision of youth facilities as part of the refurbishment of the rugby club. The Trust to make payment for works carried out upon presentation of appropriate invoices.</p>	
<p>Staff Update: Nothing to report.</p>	
<p>Any other business: MOGS requested permission to seek an Alcohol License at the OGS Costs and details of the application to be submitted to the Trust, prior to submission.</p>	<p><i>MOGS</i></p>

Date of Next Meeting:

Next meeting is as follows: Monday 23rd September at the Old Girls' School at 6pm. Email communication on all urgent matters if required before then.