

SHERBURN IN ELMET COMMUNITY TRUST
MINUTES FOR TRUSTEES MEETING
HELD AT 6.00PM ON 26TH OCTOBER 2020

Present: Paul Doherty (Chair), Karen Packham, Hazel Elderkin, Kevin Sibson, Andy Robertson and Gary Limbert

Apologies: Andrew Potts, Alma Hodgson and Adele Christie

Declaration of Interest: Paul Doherty (Parish Council)

Discussion Points	Actions
<p>Confirmation of new Trustee: PD proposed Hazel Elderkin as a new Trustee, seconded by KP and accepted unanimously by all Trustees.</p>	
<p>Minutes: The minutes of the meeting on the 28th September 2020 were approved.</p>	<p><i>AR to publish on the website</i></p>
<p>Treasurers Report: Report accepted as in good order and approved.</p>	
<p>Old Girls' School update: CCM's Report The report was accepted. Operational Status The number of bookings are still significantly down on the pre-Covid situation, but it was accepted that this was inevitable in the current situation. A contingency plan has been drawn up by MOGS to ensure that the OGS will continue to function if the CCM is ill or unavailable for any reason. GL confirmed that if the CCM is absent for Covid related reasons her salary can be paid by the BLF. Staff Furlough The cleaner is no longer furloughed. The Job Support Scheme will be available in November. Full details have yet to be published, but it appears relatively complicated, it will be paid in arrears and a written agreement with the CCM will be required. Surveyor's Report GL will use the surveyor's report as a starting point to prioritise maintenance of the OGS and will report back to the trustees. Tearooms and Kirkgate Childcare It was agreed that if Tier 2 or Tier 3 restrictions applied then the Trust would want to support our tenants.</p>	<p><i>KP, HE</i></p> <p><i>GL</i></p>
<p>Community Publications: The December/January issue (issue 10) will be published in the second half of November. It was noted that a new publication, The Resident, will be published in December with a proposed four issues per year. This publication will include paid advertising and there will be space for community news and articles. There will be overlap with the Sherburn Informer and it was agreed to monitor the situation.</p>	
<p>Library Update: Footfall in the library remains low. NYCC have provided a provisional start date of 16th November for the repairs to the library roof. The work will take three weeks and the library will be closed from the 16th and reopen on Monday 30th November. These dates need to be confirmed by NYCC so that we can inform residents. AR requested that a</p>	<p><i>KS</i></p>

<p>communications plan be prepared which can be put into effect as soon as the dates are confirmed.</p> <p>KS confirmed that a new rota has been drawn up for Thursday afternoons and will ensure that thanks are passed on to the departing Team Leader for her work.</p>	<p>KS</p>
<p>Library Garden/Pocket Park:</p> <p>Works were scheduled to commence in early October, and the Parish Council are enquiring why nothing has happened.</p> <p>PD has checked with the government department who issued the grant and they accepted the delay and granted an extension with no set final date.</p> <p>AR was concerned that the Park may simply be vandalised again. PD agreed this cannot be ruled out, but noted that young people had been consulted about the design and from the early stages it had been stressed that this needed to be as robust and vandalproof as possible.</p>	
<p>SCAG Update:</p> <p>The current agreement with NYCC expires at the end of October. SVS now handle monitoring of requests for assistance on behalf of SCAG and with effect from 9th November the CDM will be monitoring requests for assistance on behalf of the Community Support Organisation.</p> <p>It was proposed and accepted unanimously by all Trustees that the current agreement with NYCC be renewed.</p>	<p>PD</p>
<p>Trust Policies:</p> <p>Data Protection Policy is currently under review. We are now registered with the Information Commissioners Office.</p> <p>A spreadsheet detailing the Trust policies and which trustee is responsible for each one will be prepared.</p> <p>A Pay Policy to be prepared.</p>	<p>PD</p> <p>KP</p> <p>KP, HE</p>
<p>SIECT 3 Year Plan:</p> <p>The updated 3 year plan for the OGS was approved.</p>	
<p>Staff Update:</p> <p>CDM Contract: SPC have agreed to extend the CDM contract for the 3 months funded by NYCC and the CDM's contract of employment needs amending accordingly.</p> <p>SPC to be advised that the CDM is supporting the CSO wef 9th November.</p>	<p>PD, HE</p> <p>AP</p>
<p>Any other business:</p> <p>AGM</p> <p>The AGM will be held as a virtual meeting at 6pm on Monday 23rd November, to be followed by a separate trustees meeting.</p>	

Date of Next Meeting:

A virtual meeting on 23rd November at 6pm.

Email communication on all urgent matters if required before then.

SIECT is now on LinkedIn: <https://www.linkedin.com/company/sherburn-in-elmet-community-trust/> so you can connect to the page in your profile if you wish.