

SHERBURN IN ELMET COMMUNITY TRUST
MINUTES FOR TRUSTEES VIRTUAL MEETING
HELD AT 6.30PM ON 23RD NOVEMBER 2020

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

Apologies: Alma Hodgson

Declaration of Interest: Paul Doherty (Parish Council)

Discussion Points	Actions
<p>Minutes: The minutes of the previous meeting were approved.</p>	<p><i>AR to publish on the website</i></p>
<p>Treasurers Report: Report accepted as in good order and approved. Updates to the report were that a second Covid Grant was applied for. The application for the Coop Grant for the Library was successful.</p>	
<p>Old Girls' School update: CCM's Report The report was accepted as in good order. Operational Status Currently closed and waiting for a Government decision on the Tier rank that will be in place, following cessation of lockdown. ACRE provides advise on such matters. Staff Furlough The cleaner is currently furloughed. The CCM is on flexible furlough. Tearooms and Kirkgate Childcare The Tearooms are closed and Kirkgate Childcare is open. Kirkgate Childcare and the Physiotherapy sessions are currently providing the only income for the OGS. FOGS: FOGS is still working hard to raise funds, by selling calendars and also raffle tickets for Christmas hampers.</p>	
<p>Community Publications: The latest edition of the Informer has been printed and delivered to the distributors today. SPC to be invoiced for costs. PD will arrange for hard copies to be available for general distribution, when ready.</p>	
<p>Library Update: No guidance received from NYCC, regarding opening during the current lockdown. The LMG decided to close and use the time to complete essential maintenance, including repairs to the roof and interior decorating. Home deliveries have continued. To reopen 7th December.</p>	
<p>Library Garden/Pocket Park: Time frame for the works has slipped again. Work has not commenced as scheduled, due to a serious illness to an essential employee. Works now to commence late November. Minor changes have been approved by SPC, apart from an area outside of the SPC authority. The Grant awarded is open ended, though AR has suggested that the works be completed by the end of the current financial year. Time frame for completion is 2 weeks from commencement.</p>	
<p>SCAG Update: Sherburn Visiting Scheme now handles requests for Sherburn. The</p>	

<p>Community Support Organisation (covering the wider catchment area) is being run by the CDM. Requests for help have increased by up to 75% in the current lockdown, but has created no detriment to the quality of provision of service and assistance.</p> <p>Any funds unused when these services terminate will be refunded to the appropriate sources, being NYCC and SDC.</p>	
<p>Trust Policies: Financial Management and Controls Policy, Financial Reserves Policy and Paying Staff Policy were presented by Karen.</p> <p>Trustees to report back with comments by Sunday 29th November.</p> <p>Due to confidential information, it was decided not to publish the Financial Reserves Policy.</p>	<p><i>All Trustees</i></p>
<p>SIECT 3 Year Plan: Library Programme to be reviewed with comments to KS by Sunday 29th October.</p> <p>The Trust programme to be reviewed at a future meeting.</p> <p>Re-organisation at County level and future direction of the Trust will need to be considered in the Trust's updated 3 Year Plan.</p> <p>Discussion paper to be created for review in early 2021.</p>	<p><i>All Trustees</i></p> <p><i>PD</i></p> <p><i>PD, AR and KP</i></p>
<p>Staff Update: CDM Contract: SPC were advised that the CDM is working 10 hours per work for the Community Support Organisation, so will be paid for this time by NYCC. The remaining time the CDM is on furlough. A decision will be made by SPC on Monday 30th November, regards to refunds of appropriate monies to the SPC.</p> <p>General: Potential continued staff furlough depends on any restrictions put in place, when lockdown ceases on 2nd December.</p> <p>The CDM's contract is until end August. KP requested more clarity on what objectives SPC require from the CDM. The Trust will write to the SPC requesting them to clarify their objectives for the CDM in the period to August.</p>	<p><i>PD & KP</i></p>
<p>Any other business: AH proposed a vote of thanks to Karen Packham for her commitment and hard work as Treasurer for the Trust and thanked for continuing to be a Trustee. This was seconded by AC and PD.</p> <p>AR discussed the Village Centre Revitalisation project. Although this has its merits, the organisation of proposed developments has been haphazard and vague. On a positive note, SDC is looking at practical solutions, such as drainage etc issues, as well as aesthetics.</p> <p>AR discussed ShopAppy. This is being promoted by SDC, with the £20 per month membership paid for by SDC for the first year. This has potential for selling product and also tickets for events for both the OGS and the Library. Click and Collect would be part of the offer.</p>	

Date of Next Meeting:

A virtual meeting on Tuesday 15th December 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.