

SHERBURN IN ELMET COMMUNITY TRUST
MINUTES FOR TRUSTEES VIRTUAL MEETING
HELD AT 6.00PM ON 22ND FEBRUARY 2021

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

Apologies: Alma Hodgson and Gary Limbert

Declaration of Interest: None

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 circulated and approved as accurate. KP will provide a budget at the March meeting, following confirmation of Government announcements on opening dates of the Community Centre and the Library.</p>	
<p>Grant Applications: Grant for the Community Development Manager An application will be made to renew the contract and funding from the SPC for the CDM. Testimonials and the benefits for the Community presents a strong case for continuing the role. The COVID Recovery Grant There are unspent funds from donations received from individuals and businesses. The proposal was to provide this to smaller associations as grants from the Trust, to assist in these groups in restarting when restrictions are removed. SCAG and the CDM would be consulted for recommendations, with final decisions being made by the Trust. Covid Grants SDC Grants will continue to be paid to the Library and the OGS during lockdown.</p>	<p><i>Proposed by PD and agreed by all Trustees</i></p>
<p>CDM Report: Accepted as in good order.</p>	
<p>Old Girls' School update: Currently closed with staff on flexi furloughed. Probable reopening 12th April. The Tearooms are closed. Kirkgate Childcare is open. The roof is to be discussed at the next meeting.</p>	<p><i>Add roof to next agenda.</i></p>
<p>Community Publications: SPC were provided with information for continuing the publications, including costs. The SPC has deferred decisions, awaiting further information from Creative Shed.</p>	
<p>Library Update: Currently closed. Refurbishments are close to completion. Probable reopening 12th April.</p>	
<p>Library Garden/Pocket Park: No decision from SPC on when this will commence.</p>	<p><i>AP to request update from SPC</i></p>
<p>SCAG Update: Recovery Grant already discussed in Grant Applications. SCAG and CSO agreement expires end March. NYCC has endorsed continuation of agreement until end September.</p>	
<p>Trustee Recruitment Adverts to appear in The Informer, social media and Selby Times.</p>	

<p>Time scale is end March publication.</p> <p>An Organisation Chart for the structure of the Trust, created by KP, was approved. This would assist new Trustees during induction into the Trust, as well as being helpful in other situations where familiarisation of the Trust would be useful.</p>	
<p>Trust Policies:</p> <p>Confidentiality Policy KS has reviewed the Volunteer Policy and Confidentiality Policy. There is no overlap. It was decided to add Confidentiality as an addendum to the Volunteer Policy.</p> <p>Media Relations Policy The Policy was approved, with an amendment that requests for media posts be approved by the appropriate Chair of the LMG, FOGS and MOGS.</p>	<p><i>KS to action amendments</i></p> <p><i>AR to amend and redraft.</i></p>
<p>SiECT Constitution: PD proposed an amendment to the Constitution, where current Trustees are shown instead of the initial Trustees.</p>	<p><i>Proposed by PD and approved by all.</i></p>
<p>SiECT 3 Year Plan: Nothing to report.</p>	
<p>Staff Update:</p> <p>Salary Review for CCM and other employees. Salaries were reviewed and agreed by all Trustees. Details have been redacted to comply with Data Protection.</p> <p>Staff Holidays Proposed use of outstanding holidays of staff discussed and agreed.</p>	
<p>Future Options: PD, KP and the CDM have met Ted Bellamy and Ann Hudson (Sherburn Visiting Scheme) and Tom Jenkinson from Stronger Communities. The proposal from NYCC is for the creation of a Community Anchor Organisation. A preliminary discussion was held and a further meeting is to be scheduled.</p>	
<p>Any other business:</p> <p>1) An action log is to be set for future meetings, to ensure that all ongoing projects are discussed. Agenda to be reviewed accordingly.</p> <p>2) Alma Hodgson, who has been unable to join Trustee's meetings during lockdowns, passed on her gratitude to Karen Packham for taking up the position of Treasurer.</p> <p>3) KP has updated the Charity Commission website with current Trustees of SiECT and has removed Adele Christie from the list of cheque signatories.</p>	

Date of Next Meeting:

A virtual meeting on Monday 22nd March 2021 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.