

**SHERBURN IN ELMET COMMUNITY TRUST**  
**MINUTES FOR TRUSTEES VIRTUAL MEETING**  
**HELD AT 6.00PM ON 22<sup>ND</sup> MARCH 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

<b>Discussion Points</b>	<b>Actions</b>
<p><b>Minutes:</b> The minutes of the previous meeting were approved.</p>	<p><i>AR to publish on the website</i></p>
<p><b>Treasurers Report:</b> The Treasurers report was accepted as in order. OGS and Library budgets were presented for approval and both accepted.</p>	<p><i>Budgets approved.</i></p>
<p><b>Grant Applications:</b>  <b>Grant for the Community Development Manager</b> An application has been made to renew the contract and funding from the SPC for the CDM. SPC have advised that a decision will not be made until the April meeting.  <b>The COVID Recovery Grant</b> The proposal for use of the remaining grant from NYCC was discussed. The initial proposal was for a one-off event over the August Bank Holiday weekend to the benefit of the wider community. AR proposed multiple events within the community. PD proposed using the funds to continue the support provided by the CDM, as SPC may withdraw the funding for the CDM. The CDM could organise a number of smaller events within the role.  <b>SiECT Covid Recovery Grants</b> Grants are to be awarded to community organisations to assist in their Covid recovery. A number of organisations have applied, with a closing date of 31<sup>st</sup> March. KS queried what criteria would be used in the decision-making process and proposed that the Trust should advertise the results of the Grant awards.</p>	<p><i>Agreed by all to retain the funding for wider Community Development.</i></p>
<p><b>CDM Report:</b> No report this month</p>	
<p><b>Old Girls' School update:</b> Currently closed with staff on flexi furlough. Probable reopening 12<sup>th</sup> April. The Tearooms to open for outdoor service only on 12<sup>th</sup> April. Kirkgate Childcare is fully open. The roof is to be discussed at the next meeting AH requested a larger green refuse bin and removal of waste between shelters.</p>	<p><i>PD to discuss with GL To be actioned by MOGS</i></p>
<p><b>Community Publications:</b> SPC were provided with data for continuing the publications, including costs. The SPC has deferred decisions, awaiting further information from Creative Shed. The Resident will be published in May.</p>	
<p><b>Library Update:</b> Reopening 12<sup>th</sup> April. Refurbishments are close to completion, A request was made to use the Covid Recovery Grant and the Coop</p>	<p><i>Proposed by PD</i></p>

grant to purchase new furniture. The order for furniture would be placed with an approved supplier, FG Library and Learning. The Library continues to be in a strong position of self-funding. The LMG to decide on how to market the reopening.	<i>and approved by all.</i>
<b>Library Garden/Pocket Park:</b> GL emailed SPC on 13 <sup>th</sup> March. Awaiting response from SPC.	<i>GL in contact with SPC</i>
<b>SCAG Update:</b> Review completed with NYCC. NYCC has endorsed continuation of agreement until 30 <sup>th</sup> September. SCAG will continue supporting vulnerable residents after full reopening of society on (proposed) 21 <sup>st</sup> June.	
<b>Trustee Recruitment:</b> Two applications received. PD to liaise with AP regards progressing.	
<b>Trust Policies:</b> <b>Volunteer Policy</b> <i>KS has amended and approved by all for adoption</i> <b>Confidentiality Policy</b> Rescinded and volunteer policy to be adopted in place. <b>Media Relations Policy</b> Approved by all for adoption. <b>Scheme of Delegation Policy</b> KP to amend as requested by PD.	<i>Approved</i>  <i>Approved</i>
<b>Community Anchor Organisations:</b> Stronger Communities invited members of Community Support Organisations throughout North Yorkshire to initial general meetings. These were attended by the CDM, PD and KP. Further more specific meetings are expected to follow. KP and PD met with Sherburn Visiting Scheme, Each organisation to consider a joint document of forward planning for approval by the Trustees. This will be presented to Stronger Communities.	
<b>SIECT 3 Year Plan:</b> No action required.	
<b>Staff Update:</b> <b>Salary Review for CCM and other employees.</b> Pay awards have been confirmed with staff. AP to discuss revised Job Description with the CCM. New contract to be awarded to the Cleaner, as existing contact ends in September. Extended furlough in place for the CCM and the Cleaner.	<i>AP to contact CCM. HE to renew Cleaner's contract.</i>
<b>Covid Testing for staff and volunteers:</b> The CCM has suggested that SiECT register for voluntary Covid testing. It was agreed to consider staff and volunteers at the OGS and the Library. Testing would not be compulsory. Application was approved by all Trustees, dependant on conditions.	<i>PD to progress</i>
<b>Confidential Items in Minutes:</b> PD proposed adoption of Part One and Part Two minutes, with confidential items held in Part Two. All minutes to be held in a secure folder in SharePoint.	<i>Approved by all.</i>
<b>Any other business:</b> 1) AR enquired if the Trust should be supporting the 20's Plenty	<i>KP to progress.</i>

<p>community initiative. The consideration was that the OGS is within a 20mph restricted area. It was agreed to help publicise the initiative by using our notice boards and space at the Library, as soon as the latter is available.</p> <p>2) Income Generation for Trust Facilities was raised by AR. AR suggested using the facilities for additional purposes, such as drop off/pick up services and provision of unique retail services in the village as additional income sources.</p> <p>3) Age UK Selby is closing end September. This may release some funds from SDC.</p> <p>4) Selby AVS will be conducting a survey on community needs during the recovery from Covid. A draft will be available for SiECT to comment on.</p> <p>5) The works on the Rugby Club have now been completed and we are awaiting documentation from the Parish Council, so the file on grant funding from the Office of the Police and Crime Commissioner can be closed.</p>	<p><i>To be discussed by MOGS and LMG</i></p> <p><i>PD to forward to Trustees</i></p> <p><i>PD to liaise with the PC</i></p>
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***Date of Next Meeting:***

*A virtual meeting on Monday 26<sup>th</sup> April 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.***