

SHERBURN IN ELMET COMMUNITY TRUST
MINUTES FOR TRUSTEES VIRTUAL MEETING
HELD AT 6.00PM ON 26th APRIL 2021

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

Apologies: Alma Hodgson

Declaration of Interest: None

Late Arrivals: Andrew Potts

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: The Treasurers report was accepted as in order. New Library and Reserve Accounts have been requested from Nat West Bank. It was commented that, if invoiced, the Library rent should not be paid as it is a proxy for utilities. Insurance Policy Renewal - sums insured and cover to be reviewed</p>	<p><i>PD</i></p>
<p>Grant Applications: <i>Andrew Potts joined the meeting at this point.</i> Covid Recovery Grants: Latest grant application for the Library has been approved; grant application for the OGS to be submitted. Community Development Grant application for Funding from Sherburn Parish Council to extend CDM contract for a further 3 years. To be discussed at the Parish Council meeting on 27th April. Grant funding available through Selby District Council, regarding events and reopening. A further round of funding is to be announced and must be used by March 2022.</p>	<p><i>KP</i></p> <p><i>AR</i></p> <p><i>PD to ensure CDM circulates details</i></p>
<p>Old Girls' School update: OGS Roof: K2 have been appointed to conduct a survey, but it will not be carried out until late May. Planned reopening of OGS and Tearooms (outdoors) and Risk Assessment conducted by Tearooms and OGS. Risk assessments approved. Lease on Tearooms: Expires September 2021. New licence to be offered to DJ.</p>	<p><i>GL</i></p> <p><i>AP</i></p>
<p>Community Publications: The Informer: To be discussed at the Parish Council meeting on 27th April.</p>	
<p>Library Update: The Library has reopened with no significant issues. The new shelving and associated fittings have been ordered and will be installed when Covid restrictions allow. A new promotion is in progress for the home library service (HLIS). A new volunteer has joined the LMG and is helping with social media.</p>	
<p>Library Garden/Pocket Park: GL has provided an update on progress and costs via email. CCTV and lighting to be installed. KP requested that the refurbishment of the Pocket Park should be publicised.</p>	<p><i>GL</i></p>

It was suggested and agreed that the broader topic of collaborative working should be an agenda item for the next trustees meeting.	AP
SCAG Update: SCAG are continuing to support vulnerable residents though requests for help are showing signs of reducing with the gradual easing of lockdown.	
BLF Report: See Year 3 Progress Report for BLF: Report approved subject to minor grammatical point.	KP to amend and submit
Trustee Recruitment: The applications were discussed and it was pleasing to receive more applications than there were vacancies. This gave trustees a difficult choice as all the applicants were strong candidates, but after discussion it was agreed to offer the positions to Jessica Bryant and Julie Fewkes.	Agreed by all. PD and HE to advise the applicants.
Trust Policies: Health and Safety Policy Approved, but the subject of wellbeing to be researched. Safeguarding Policy Approved subject to amendments.	AR PD
Community Anchor Organisation: An outline proposal for submission to NYCC was considered and approved. This will be discussed with Sherburn Visiting Scheme at a meeting on 30th April, the intention being to then submit it to NYCC. Any proposals will then be submitted to the trustees for approval. KS emphasised, and trustees agreed, that a comprehensive database was essential.	PD and KP
Staff Update: Updates to contracts and job descriptions were agreed. See Part Two minutes.	
Confidential Items in Minutes: It was agreed to continue with Part One and Part Two minutes, with confidential items held in Part Two.	Approved by all.
Sherburn Revitalisation Project: AR summarised a meeting he had attended and described the aspects of this of this, including the plan for "An appealing village centre" which would potentially have the most impact on the Library and the OGS.	AR to report on future meetings
Any other business: Fundraising and Covid Document: although this information is really aimed at larger charities MOGS and LMG should be aware of the details.	KP and KS

Date of Next Meeting:

A virtual meeting on Monday 24th May 2021 at 6pm

Email communication on all urgent matters if required before then.

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