

**SHERBURN IN ELMET COMMUNITY TRUST**  
**MINUTES FOR TRUSTEES VIRTUAL MEETING**  
**HELD AT 6.00PM ON 24th MAY 2021**

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

**Apologies:** Alma Hodgson

**Declarations of Interest:** None

**Late Arrivals:** Jessica Farmer, Andrew Potts

<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>New Trustees:</b> PD welcomed Julie Fewkes to the meeting. The Charity Commission to be advised regarding our new trustees.</p>	<p><i>KP</i></p>
<p><b>Treasurers Report:</b> The Treasurers report was accepted as in order. A new account has been requested from Nat West Bank and after some delay it was hoped it should be available this week.</p>	<p><i>KP</i></p>
<p><b>Grant Applications:</b>  <b>Covid Recovery Grant:</b> Grant for the OGS received.  <b>LNER grant application:</b> KP requested trustees to share with their family and friends.  <b>Community Development Grant application for Funding from Sherburn Parish Council to extend CDM contract for a further 3 years.</b> Discussed in connection with the Community Anchor Organisation - see below.  <b>Grant application for the CDM to administer the Community Minibus.</b> Discussed in connection with the Community Anchor Organisation - see below.</p>	<p><i>KP AR</i></p>
<p><b>Old Girls' School update:</b>  <b>OGS Roof:</b> Weather permitting the survey by K2 will be carried out in the week commencing 7th June. A report will detail any action required over the short, medium and long term.  <b>Licence on Tearooms:</b> See Part 2 minutes  <b>CCM Report:</b> Received and approved.</p>	<p><i>GL</i>  <i>AP KP</i></p>
<p><b>Community Development Manager's Report:</b> Discussed in connection with the Community Anchor Organisation - see below.</p>	
<p><b>Library Update:</b> Refurbishment work is ongoing. Delivery and installation of the new shelving and furniture will take place on 30th June and 1st July. Additional library funds received will allow current seating to be replaced which will probably take this slightly over budget, this to be submitted to the trustees for approval once the exact amount is known. KS has created a list of surplus furniture and this is being circulated to charities, groups etc who might be interested.</p>	<p><i>KS</i></p>
<p><b>SCAG Update:</b> It is hoped to hold a Thank You event for SCAG and CSO volunteers in</p>	

<p>August/September. Some funding will be available from NYCC, but it is not expected to cover all the estimated cost of £950, in which case other funding sources will be explored.</p>	<p>PD</p>
<p><b>Library Garden/Pocket Park:</b>  Staff working on the Park have said the contract allows them to use the library toilet, but this is not the case and has caused some friction with library volunteers. We understood there would be signage explaining the work, but that is not the case. There is also concern that the timescale for the work has increased from 3 to 6 weeks which could affect delivery of library goods on 30th June and 1st July and the grand reopening mornings on 2nd and 3rd July. PD to summarise the concerns for GL who will liaise with the Parish Council.</p>	<p>PD GL</p>
<p><b>Trust Policies:</b>  None to review at this meeting.</p>	
<p><b>Community Anchor Organisation:</b>  The CDM's Report for Feb-Apr 2021 was approved.  PD outlined a preliminary meeting on 7th May with NYCC to discuss the CAO concept. NYCC felt the funding being sought was higher than they anticipated but not excessively so. Funding for the Community Support Organisation (CSO) would continue until at least 31st March 2022, but funding for the CAO may not be available until end September 2022. KS stressed that creation and maintenance of a suitable database is essential. Following that meeting our outline for the CAO has been submitted to NYCC. NYCC had no objection to the geographical area for the CAO being in line with the Community Library, but there would need to be liaison with groups in Tadcaster.  A meeting was also held on 17th May between the Trust (PD, KP and HE) and a working group from the Parish Council to discuss future funding for the CDM role. PD outlined developments with the CAO and said that as a result the Trust wished to put their grant application for the CDM role on hold until at least 2022. However there needed to be continuity of funding for the administration of the Community Minibus (done by the CDM), so a grant application has been submitted in respect of that. It was explained that if the CAO discussions with NYCC did not result in agreement the Trust would want to reinstate the application for CDM funding.  The Parish Council for their part wished to balance the CDM role with the Deputy Clerk they are recruiting, though no information was supplied on what that would involve.  After discussion the trustees agreed to continue discussions with NYCC.</p>	<p>PD KP</p>
<p><b>Collaborative working:</b>  It was agreed to defer this item for a later meeting.</p>	<p>.</p>
<p><b>Staff Update:</b>  <i>Jessica Farmer joined the meeting at this point.</i>  Updates to contracts and job descriptions were agreed. See Part Two minutes.</p>	<p>HE</p>
<p><b>Insurance quotes:</b>  <i>Andrew Potts joined the meeting at this point.</i>  Final figures are not yet available, but will be provided shortly.</p>	<p>PD</p>

<p><b>Sherburn Revitalisation Project:</b>  AR summarised his involvement with this and described the Welcome Back Fund of just over £80k which will be available to encourage a return to the high streets in Sherburn, Selby and Tadcaster. Suggestions put forward by AR and JFe were discussed. There was support for all the suggestions, though with particularly strong support for improvements to signage around Sherburn. The Football Fun Day at Sherburn White Rose Football Club was discussed but may not qualify under the Welcome Back Fund.</p>	<p><i>AR to collate and liaise with Selby DC</i></p>
<p><b>Any other business:</b>  <b>The Resident:</b> MOGS and LMG should each be asked to produce a short piece (about 500 words plus photos) for the Autumn issue (deadline 3rd July and to be delivered to Sherburn households in early August).  <b>Coming Out of Covid survey:</b> PD will recirculate this to trustees and explained the need to promote this survey which could provide evidence to support grant applications.</p>	<p><i>AP and KS</i></p> <p><i>PD</i></p>

**Date of Next Meeting:**

Monday 28<sup>th</sup> June 2021 at 6pm at The Old Girls' School.

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.