

SHERBURN IN ELMET COMMUNITY TRUST
MINUTES FOR TRUSTEES MEETING
HELD AT 6.00PM ON 26TH JULY 2021 AT
THE SHERBURN LIBRARY

Present: Paul Doherty (Chair), Andrew Potts, Hazel Elderkin, Julie Fewkes, Jessica Farmer, Alma Hodgson, Karen Packham and Andy Robertson

Apologies: Gary Limbert

Declarations of Interest: None

Late Arrivals: Kevin Sibson

| Discussion Points | Actions |
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| <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 accounts are currently healthy, enabling the Trust to continue its services to the Community. All income and debits are in line with the budgets that were set. The monies held for the Pocket Park has been paid to the PC</p> | |
| <p>Grant Applications Update: Office of the Police and Crime Commissioner: An end of project report has been provided and accepted for the OPCC Grant. Dragon's Den: An application will be made for the High Sherriff Dragon's Den. Grants of up to £5,000 are available for Charities to pitch for at the event on 14th October in Malton. <i>KS joined the meeting</i> Stay Healthy, Independent and Connected: SDC are requesting Organisations to bid for funding to provide, in effect, a pilot for the Community Anchor Organisation. The Stay Healthy, Independent and Connected project has £50,000 in funding available, of which a £12,500 grant has been allocated for Sherburn in Elmet. The Trust is applying, in cooperation with the SVS. Services will be provided by both organisations, if the bid is successful. PD proposed the submission of the application, which has a deadline of Friday 30th July. North Yorkshire Stronger Communities will be involved in the judging of applications. KS raised concerns of the piecemeal awarding of grants, with regards to the Community Anchor scheme, and the Trust's liabilities, if funding was withdrawn at a future date. The decision will be made in September for commencement in October. JFa proposed a partnership agreement be created between the Trust and the SVS and that a reporting procedure on progress with delivering the services would be submitted to the Trust. A concern was also raised by AR with regards to the consequences if funding was allocated to an organisation from outside the Sherburn and Villages catchment area.</p> | <p><i>Proposed by PD and approved by all</i></p> <p><i>JFa to source agreement</i></p> |
| <p>Old Girls' School update: Defibrillator: MOGS proposed the purchase of a defibrillator for the OGS. Currently, there are a limited number available in the village. A model for funding the installation of one was discussed. AR recommended to contact the First Responders for advice on an</p> | <p><i>Proposal approved by all. AR to research</i></p> |

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| <p>appropriate system, as well as general advice on purchase and maintenance of a system. The defibrillator would need to be registered with Emergency Services and sited on an external wall.</p> <p>Covid Risk Assessment: to be circulated separately</p> <p>OGS Roof: The sub-committee contacted 3 firms for quotations on all works that may be required. Specifically, areas reported by K2 as requiring immediate attention to be actioned as Phase 1. Currently, only one contractor has shown an interest. Other contractors are being sourced to provide the necessary 3 quotations.</p> <p>Licence on Tearooms: The License Agreement was agreed in principle, with only minor amends required. The responsibility of assets provided by the Trust were agreed, with contingencies needing to be put in place by the Trust.</p> <p>CCM Report: June report received and circulated.</p> | <p><i>options</i></p> <p><i>Approved by all for signing off.</i></p> |
| <p>Library Update:</p> <p>Other than a few additions to furniture, the refurbishments have been completed and have been well received by volunteers and customers. The Children’s section has received the most positive feedback. Currently, the project is within the budget applied for by the LMG.</p> <p>The mixed recycling box has proved very popular, with specific visits to use the facility.</p> | <p><i>PD proposed thanks to the LMG for their hard work in making the refurbishment a success.</i></p> |
| <p>Vaccinations and Volunteers:</p> <p>PD proposed that in the event of any issues involving volunteers and vaccinations, the Trust should follow advise by ACAS.</p> | |
| <p>SCAG Update:</p> <p>PD reported SCAG is continuing to operate. There is a thank you event on 17th September for all volunteers, being funded by NYCC and British Gypsum. PD proposed inviting business supporters of SCAG, as well as the volunteers.</p> | |
| <p>Library Garden/Pocket Park:</p> <p>Progress has been slow. Concerns have been raised by Library Volunteers, with regards the amount of onsite rubbish.</p> | |
| <p>Trust Policies:</p> <p>None to approve</p> | |
| <p>Welcome Back Fund:</p> <p>SDC will be working with local organisations to decide on distribution of funds that they hold. The total monies available is in excess of £80,000. The aim of the project is to promote use of the Village Amenities and Facilities. Ideas proposed for Sherburn include:</p> <p>Planters, Picnic Tables, a Digital Events Calendar, upgrades to Xmas Lights, Street Entertainment, Cycle Racks, Digital Visitor Maps and Videos featuring local facilities, including the Library and the OGS.</p> | |
| <p>Fundraising Ideas:</p> <p>AR suggested focusing on what areas of the Trust’s facilities may need funding, in preparation for any opportunities for grant application that become available.</p> <p>JFa has created a discussion paper on a fundraising strategy. The document proposes the creation of a wish list</p> | <p><i>AR, AH, JFa and JFe to form sub-committee to progress.</i></p> |
| <p>Community Anchor Organisation:</p> | |

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| As discussed in Grant Applications Update, regarding Stay Healthy grant application to NYCC. | |
| Collaborative working: A date is to be agreed with the Chair of the PC to attend a Trustees meeting. | |
| Staff Update: Recruitment of a new CCC has been successful. Once references have been received, the position can be filled. All other contracts are now complete or ready for signature. | |
| Risk Register: KP has provided Risk Registers for all Trust facilities, other than the Library. Amends were provided by KS and JFa. | <i>KP to amend Review in 6 months.</i> |
| Any other business: AR suggested that the Trust considers what impact the future abolition of SDC may have on its activities. All previous contact with SDC will then be through NYCC. | |

Date of Next Meeting:

Monday 23rd August 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.