

Gwinear Gwithian Community Sustainable Trust

Minutes of the Board

Held at the Hall for Gwinear

On Tuesday 14th July 2015 at 7pm

Present :

Directors

Mr Brian Pocock (Chair)

Mrs Cathy Woolcock

Mr Richard Rogers

Mr Nicolas Herian

Development Officer

Mr Tyrone Homes

Advisory Panel

Mr Michael Lloyd

Mr Stephen Hird

Mr Rob Barrows

Secretary

Mrs Sarah Thomas

The Chairman welcomed everyone to the meeting

1. Apologies : Mr Giles Eustice, Mrs Diana Hall, Ms Fiona Tate

2. Minutes

The minutes of the last meeting (17th Feb) were agreed by all and signed by BP.

No matters arising

3. Update on bank balance

A written report was presented (see appendix 1)

4. Report from Advisory Panel (minutes of last meeting) and update from Tyrone Homes
TH explained the meeting that the Advisory Panel had on 23rd June. It was agreed in outline to use a scoring matrix for future applications to get consistent results for applications. TH then went through each application in turn. He advised of a potential error for consistency with the replacement / purchase of new lights for consideration.

RB asked if GGSCF would support a lease contract for the school – this was not out of the question.

5. Review / decide on grant applications

BP suggested that we took each application in turn to discuss and agree.

PTRA - £25,000 for Reawla Park – carried forward

BP declared an interest - Gwithian Residents Association - £1526.40 for replacement low energy bulbs for the 'Light for a Life' event. RR explained the event – this application is for the last length of replacement bulbs, other lengths have been funded by the community.

3 Directors voted in favour – AGREED £1526.40

Connor Downs Residents Association - £2000 for replacement lights. After discussion it was agreed that we need invoices/quotes to clarify the exact cost.

Amending the guidance notes for future applications was discussed with a sliding scale asking for a number of quotes depending on the size of the application.
It was proposed that BP check the quotes before CDRA purchased.
5 Directors voted in favour – AGREED up to £2,000

Pen Tye Residents Association - £421.80 for low energy light bulbs. This application was discussed by the Advisory Panel, after TH's advice about replacement/new lights a discussion followed. Reference to articles 4.1a-4.3 were made – this project does promote social inclusion, Connor Downs already has an event to bring the community together for a celebration and Reawla does not – this will create community cohesion at Reawla – it was suggested that they might apply to the Parish Council for a Christmas Tree.
5 Directors voted in favour – AGREED £421.80

Connor Downs Residents Association - £2140.80 for heating for Sunday School
Questions were raised by ML over future plans for all the halls in the Parish and he made reference to the Infrastructure Needs Analysis of the Parish Council – a discussion took place with the need for a consistent approach for funding repairs.
SH advised that improvements had been made to the windows at the Sunday School and the relocation of the heaters to the main hall will have an immediate benefit for the children. A discussion took place – this funding will make a great difference to the comfort of the children and community who use the hall.
5 Directors voted in favour – AGREED £2140.80

Gwinear School - £17,000 for school minibus
CW gave a report and declared an interest as Chair of Governors at the school.
The school have received a quote for a 17 seater 3 year old Ford Transit which includes a 3 year service package.
A discussion took place over use of the vehicle and private hire and insurance.
It was agreed that a condition be made that the bus be for school use only – any amendment to this would need to be approved by the Board.
4 Directors voted in favour, 1 Director abstained – AGREED £17,000

Cornwall Wildlife Trust - £4,050 for information boards
After discussion it was agreed that this be funded on the condition that an application form is received within four weeks.
5 Directors voted in favour – AGREED £4,050.00

Gwithian Residents Association - £800 for training
After discussion it was agreed to fund the course (part one and part two) for two residents – funding to be paid on receipt of invoice and offer valid to September 2016.
5 Directors voted in favour – AGREED £800.00

6. Nominees for Advisory Panel and replacement Directors (Board members to bring or email names for consideration)
Brian Pocock, Giles Eustice and Nicolas Herian all agreed to stand again Diana Hall has volunteered to become a Director along with Rosemarie Norman from the Parish Council. Members present were asked to make enquiries if there was anyone who would like to join the Advisory Panel to replace Diana Hall.

7. Reserves Policy
BP outlined the charity commission policy – we need to make sure that at no time will the balance in the bank fall below the committed funds plus running costs. It was agreed that BP would draft a sentence and email to Directors.

8. Approval of invoices

As per finance report – Redsnapper £40.00, GVA £1 plus Hall for Gwinear £10.00 – Total £50.00 - AGREED

9. Meeting plan for next 12 months (please bring diaries)

See 13 Date of next meeting

10. Public liability insurance

A quote had been received from Zurich – CW to ask her husband who is an insurance broker to look at.

ML asked about record keeping / data protection policy – ML to look into whether we need to register with the Information Commissioners Office.

11. Long term strategy for the fund

BP introduced this agenda item – should we have an investment plan to keep the fund going beyond the 23 years? Discussion took place on whether we can get funding from any other sources, community project such as a hall, gas/broadband supplies, mobile phone mast, fundraising/social events to raise the profile and perhaps contribute to administration costs. BP suggested that this be an agenda item at each meeting.

12. AOB

None

BP thanked ST who is stepping down from the administration role.

ST to circulate job description and advert.

13. Date of next meeting

Next funding round closes 30th November

Advisory Panel to meet Tuesday 5th Jan 7pm

Board Meeting Tuesday 26th Jan 7pm

Appendix 1 – finance report

GGSCF – Finance Report for AGM 14th July 2015

Bank Balance as at 3 rd June 2015	61,936.60
Invoices to be approved	
Redsnapper – website maintenance 11/6	(40.00)
GVA advert 25/6	(1.00)
Invoice 005 sent reference Churchtown July 2015 payment	27,133.00
Less earmarked funds for PTRA for Reawla Park	(25,000)
 Balance	 64,028.60
 May 2015 funding round applications for decision	
PTRA – Christmas tree/lights	(421.80)
GRA – Christmas lights	(1,526.40)
CDRA – Christmas lights	(2,000.00)
CDRA – Sunday school heating	(2,140.80)
GRA – Beekeeping courses	(440.00)
Gwinear School – minibus	(10,000.00) TBC
CWT for info boards	(4050.00)
<i>Sub total of application received</i>	<i>(20,579.00)</i>