**Belford Community Group CIO**

**Minutes of the Meeting held on**

**Monday 16th January 2023, 7.00 pm**

**At Bell View Resource Centre, Belford**

|  |  |  |
| --- | --- | --- |
| **Present:**  **Others**  **Present:**  **Apologies for absence:**  **Declaration of Interest:**  **Minutes of**  **Last Meeting:**  **Matters arising:**  **Appointment new trustee:**  **Defining our**  **vision:**  **Finances:**  **Grant Applications:**  **Review previous grant applications:**  **Shop:**  **Gym:**  **Markets:**  **Museum:**  **Woodlands:**  **AOB:**  **Next meeting:** | Pauline Tucker (Chair), Phil Dodd (Secretary), Charlie Wadsworth (Treasurer), Del Hughes, Karon Ives, Amanda White, Ruth Dodd, Nikki Dunn.  William McLaren  Sue Husband, Jane Cowley  No one felt that they had any personal interest in the agenda to follow.  Everyone agreed they were accurate and Pauline signed them.  Dealt with later in meeting.  Charlie Wadsworth was welcomed to the meeting as the new Treasurer and Trustee. **Proposed by Del and seconded by Amanda**  It was agreed that the two meetings with Martin Conway had been very useful. Following a discussion led by Pauline the Trustees agreed to the following strategy for the next 12-18 months:  **Help to identify areas of need in the village and invite grant applications to alleviate them**  **New Trustees to be given training**  **Financial plan to be presented**  The relevant financial information is in the process of being transferred to Charlie so there was no prepared report for this month. Amanda is currently trying to clarify issues with Barclays. The account needs to be reviewed, as it is no longer fit for purpose. Amanda is being sent a form to start the process of dealing with this. It was agreed that we might change to a different bank, but Charlie said he would look into this once he gets a handle on the finances. Charlie to meet with the accountant and the accounts need to be registered at the charity commission.  The Pigeon Club asked for funds to maintain an unruly tree on their property, but not remove it (as this would require legal permission) due to Health and Safety issues. They provided three estimates for the work ranging from £600 to £670. The Trustees agreed to give half of the money applied for, provided that planning permission is not required for the job, but this grant would be a one off payment and any maintenance would be their own responsibility in future.  To be discussed on Jane’s return.  **Reports from sub committees:**  When the shop carried out the recent evaluation it did not complete a physical investigation. However, some localised issues were mentioned. Electrical and fire regulations have been addressed. It was felt that testing for the presence of asbestos and other noxious chemicals should be carried out and Mick Parkin is to be asked if he could contact the person who carried out similar tests in the gym.  Del presented a very comprehensive report for the gym, highlighting issues resolved and those still requiring attention. What follows is a summary of those issues, and Del’s full report is also available.  **Funding Applications:**made to NCC Community Chest and the Farne and Glendale Masonic Lodges.  Emails to progress towards completion of lease sent. Action required:- electronic copy of constitution, equal opportunities policy, updates to charity commission.  **Lease:**Emails sent to NCC legal department and Michael Gilroy. Action needed to update electronic banking, clarification of insurance and after signing, lease needs to be registered within one month.  **Electrical works quotes from Graham Simpson:** electrical installation condition report - £300. Fire safety works - £1526 (further quotes needed). Side room upgrade - £910  The Trustees further discussed different types of membership, as there is concern about keeping the gym running. Del brought several different membership ideas to the table, but it was felt that Charlie needed to look at the overall accounts before any decisions are made.  Ruth gave out list of dates for these markets in 2023: April 29, May 27, July 8, August 26 and November 25 (Bell View already booked for Christmas market)  Karon is working towards setting up some new exhibitions and the Museum will probably reopen in March.  Karon hinted that further down the line she may like to separate from BCG, but she will keep us informed.  A quiet time of the year. New wheelbarrows for snow clearance are to be bought.  Pauline has numbers for the volunteers tea at Bell View  Assets have been transferred to new CIO. Awaiting document from the solicitors following registration.  A discussion took place about working with the school regarding subsidising the Breakfast Club and offering support for school trips. Pauline and Jane will arrange to meet with the Head Teacher. Nikki will also liaise further with the Head Teacher.  The Rates Office should be contacted to advise them that we are now a CIO, and if this affects our rates for the shop and gym.  With regard to new trustees it was felt that there should be a mixture of people coming along to either fill a definite post or to get involved and gradually find a niche.  **Monday 17th April 2023 at 7.00 pm at Bell View** | **Action**  **AW/**  **CW**  **JC**  **DH**  **DH**  **PT**  **PT**  **PT**  **JC**  **ND**  **PT** |