**Belford Community Group CIO**

**Minutes of the Meeting held on**

**Monday 17th July 2023 at 7 pm**

**Bell View Resource Centre, Belford**

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|  | **Present:** | Pauline Tucker (Chair), Phil Dodd (Secretary), Charlie Wadsworth (Treasurer), Amanda White, Jane Cowley, Ruth Dodd, Del Hughes, Nikki Dunn, Karon Ives | **Action** |
| **1** | **Apologies for absence:** | William McLaren, Susan Husband |  |
| **2** | **Declarations of interest:** | None |  |
| **3** | **Minutes of last meeting:** | Everyone agreed that the Minutes dated 19th June 2023 were accurate, which were signed by Pauline. | **PT** |
| **4** | **Matters arising:** | Nothing that will not be dealt with later in the meeting |  |
| **5** | **Action Plan Progress:** | **Alleviate Poverty:** A grant has now been issued to the School to assist with the breakfast club and other areas where funds are needed. Pauline will try and arrange to meet with Paul (Curate) to discuss his ideas for setting up a youth group etc.  **Improve Governance:** Most Trustees have now signed a form to say that they have read the recent governance documents.  **Financial Planning:** Completed  **BCG Values:** Charlie put together a paper for discussion following the Governance Group meeting. BCG had scored itself on a chart and generally were in the mid zone but showing we are getting to grips with values. However, integrity does need some improvement. A discussion took place regarding Core Values and some minor amendments were made. The group will continue to work on other documents and they will be publicised once completed, probably at the end of the year.  It was also felt that it would be valuable for a summary to be provided stating the grants that we would normally support and those we would not.  Jane, Charlie and Pauline will meet again in August. | **JC/PT/CW** |
| **6** | **Treasurer’s Report:** | Charlie presented a full and clear report. The main features were income from the shop and gym - £11,496 and expenditure - £11,623. Much of the expenditure so far this year is due to the continued investment in improving the gym.  Other outgoings were the two grant requests for the School £2,000, and Belford Show £2,000. | **CW** |
| **7** | **Insurance Renewal:** | Charlie confirmed that our insurance for the year 2023/24 is now in place at a cost of £2,098, being less than in previous years. | **CW** |
| **8** | **Museum:** | Karon is hoping that by the 1st October 2023 the Museum will be independent with the company registration completed. | **KI** |
| **9** | **Shop** | Sue and Sharon had intended to join the meeting, but unfortunately were unable to come along. Sue sent a message concerning recent gaps in the shop rota. Sharon has logged the gaps recently and there have been about 90, which is obviously a concern. Sharon is hoping to attend the September meeting.  Sue confirmed the Health & Safety report is now complete and she is waiting for Michelle to send it to her.  Karon will chase up her contact regarding the Fire Risk. | **SH** |
| **10** | **Health & Safety:** | Jane asked Nikki if she would be willing to do some online training now that she has taken on responsibility for H&S. Nikki will look at this during the summer when she has a little more time. Jane offered to forward some links if she can’t find anything suitable herself. | **ND/JC** |
| **11** | **Woodlands** | Weeding is a priority at this time of year. The next work morning is on Saturday 5th August. Tarmac will deliver the stone for the new path and some of the staff from Clark Builders is going to dig out the old path, lay a weed mat (already bought) and lay the new path. |  |
| **12** | **Gym sub-committee** | Del confirmed that she is waiting for NCC to come back to her regarding permissions. The hold up with signing the lease is from NCC. | **DH/CW** |
| **13** | **Markets** | There was another successful market but with a smaller footfall. There is an intention to have a Father Christmas at the Christmas Market, which Phil and Ruth are starting to think about. | **PD/RD** |
| **14** | **Grant Request:** | The Art Group requested funding to decorate the shed at Bell View. The Trustees agreed to a £350 grant.  A request for £2,000 to help fund some analysis of the potential housing/village hall project was requested by Bell View Development Team to ascertain what is needed in the village, which was agreed by the Trustees. | **PT** |
| **15** | **AOB** | Jane hoped that the School would be happy for us to publicise the grant of £2,000.  Katie from Bell View is to organise and publish the Village What’s On, taking over from Del, to whom many grateful thanks are due.  It was agreed that a calendar would be established so that each month we would diarise items that need annual reviews for each group. Nikki will try and set this up.  It was also noted that we may have to pay for additional storage for Google Drive, which was agreed. |  |
| **16** | **Date and time of next meeting** | **Next meeting: Monday 18th September at 7.00 pm at Bell View** |  |