**Belford Community Group CIO**

**Minutes of the Meeting held on**

**Wednesday 18th October 2023 at 7 pm**

**Bell View Resource Centre, Belford**

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|  | **Present:** | Pauline Tucker (Chair), Phil Dodd (Secretary), Charlie Wadsworth (Treasurer), Ruth Dodd, Amanda White, Jane Cowley, Nikki Dunn, Karon Ives, William McLaren, Sharon Simmonds  Chris Algar, Judy Mudd (Arts Festival) | **Action** |
| **1** | **Apologies for absence:** | Del Hughes, Susan Husband |  |
| **2** | **Declarations of interest:** | With regards to the Reading Room’s request for funding, William and Karon declared an iterest. |  |
| **3** | **Minutes of last meeting:** | Everyone agreed that the Minutes dated 18th September 2023 were accurate, and were signed by Pauline. | **PT** |
| **4** | **Matters arising:** | None that weren’t covered later in the meeting. |  |
| **5.** | **Belford Arts Festival** | Chris and Judy gave the trustees a presentation based on their market research findings. See attached. |  |
| **5** | **Action Plan Progress:** | **Grants:** Two evaluations have been returned from those who received a grant in 2021/22. These evaluations will be put on the BCG Facebook page so that villagers can see where the money is being spent A discussion took place regarding where else in the village this information can be displayed, but due to time restraints, we will come back to this.  We have still not received any applications from Swinhoe Farm.  **Improve Governance:** The Governance group has had to delay meeting up due to work commitments. | **JC/PT/CW** |
| **6** | **Treasurer’s Report:** | Another comprehensive report from Charlie. Revenue, particularly from the shop, remains consistent. Hey gym income has picked up (60 members). The main features for the year so far were income (£24,275) and expenditure (£17,392). | **CW** |
| **7** | **Calendar** | Nikki has completed this, so the various groups under the umbrella of BCG can report back to Trustees on how and when they are reviewing policies etc. | **ND** |
| **8** | **Charity Commission** | Pauline and Amanda will look at this before the next meeting, as they were unable to log on before tonight’s meeting due to issues with the CC website. | **PT/AGM** |
| **8** | **AGM** | Our AGM is taking place on Wednesday 22nd November at 6 pm at Bell View. Pauline has made posters and distributed them, and asked for it to be put on Facebook and the website. Paper agendas are to be given out at the AGM. A brief statement of accounts and a list of grants awarded will also be available. Sue is to step down as a Trustee as well as Amanda, but Amanda has agreed to be reinstated. |  |
| **9** | **Museum:** | Karon now has a charity number and is hopeful the bank account will be sorted out soon. William will chase the solicitor regarding the lease. | **KI** |
| **9** | **Shop** | Sharon informed us that there has been a resurgence of COVID but the shop has managed to stay open. The Shop Committee will confirm the Christmas closing dates. The shop continues to thrive. | **SH** |
| **11** | **Woodlands** | The main focus over the past couple of months was to prepare the ground thoroughly in front of the fence and alongside the burn. This will be the last section to be sown with wildflower seed in the next few weeks. This has involved digging out the thick grasses to give the seed a better chance of taking. Once sown, they will then have an area of about 80 feet long and 10 feet wide full of a good mix of wildflowers, which will fill in the gaps and provide a great spring show before the wildflowers begin to flower.  Next month will be the clearing of vegetation alongside the burn to open up the view of the water. |  |
| **12** | **Gym sub-committee** | Del was unable to attend the meeting so her report has been copied below:  Lease and RAAC situation:  I have not yet sent off the signed lease as I am trying to put pressure on NCC to get clarification on whether the walls of the gym have a brick/block work construction or RAAC. They believe it to be unlikely that they contain RAAC but this will require a surveyor’s visit to confirm. They said they would try to get a surveyor who was in Berwick last Friday to fit it in, but I have had no feedback as to whether they made it or not. If the group thinks we should send the Lease anyway, please let me know. My own view is that as the Gym group are a bit lacking in people who have the time to put in much work at the moment, we might as well hold off and try to get the situation clarified.  Working Group: we are in need of more members as I am unable to give the same level of commitment to it as I have done previously and currently there is no one else in the existing group who can take up the slack. I put an advert in the What’s On and Jane put on the BCG Facebook page but I have had no interest. I would appreciate it if anyone knows anyone who might be interested if they could discuss it. They don’t have to be a Gym member to be involved.  Co-Op Funding: Sadly it’s a no from them. The only criteria we could apply under was Mental Health so it was a bit of a long shot but disappointing. | **DH/CW** |
| **13** | **Markets** | So far we have 24 stalls for the Christmas market on Saturday 25th November. Bell View is to provide the refreshments. Treelocate and Culture Creative are to provide the materials to build Santa’s Grotto.  Posters are to be made and printed soon, put up and made available on the Market WhatsApp group. | **PD/RD** |
| **14** | **Grant Request:** | We received a grant request from the Reading Room for a heater and blinds. The Trustees agreed to fund the heater (approx. £660), and Karon will liaise with the tradesperson doing work in the Museum, and get an invoice for Charlie. Pauline to inform Ruth Williamson. | **PT** |
| **15** | **AOB** | **BCG Logo:** The group did have a logo when it was first established, but was painted over. Due to time constraints we will revisit this subject in the New Year.  **Meeting Dates:** Jane will set the dates for next year and these will be on the third Monday of the month.  **Arts Festival:** After a lengthy discussion, it was agreed that feedback from each trustee would be collated via email and compiled and forwarded to Jodi and Judy. A few of the points raised are as follows:  Should we continue with a paid project manager  Was the data representative of the whole village  Chris Algar will be a huge miss  We need to feel confident the festival will be delivered: volunteers, grants, budget  BCG could contribute to workshops and performances….  It is important to get a response to the AF teams as quickly as possible and for them to respond. |  |
| **16** | **Date and time of next meeting** | **Next meeting and AGM on  Wednesday 22nd November at 6.00 pm at Bell View** |  |