



**NORTHAMPTONSHIRE ACRE
MINUTES OF
THE BOARD OF TRUSTEES MEETING
LOW BARN, HUNSBURY HILL CENTRE**

10am on Tuesday 17th September 2019

PRESENT:

Ken Christy (Stand in Chair)
David Scudamore (Trustee)

Richard Hollingum (Trustee)

IN ATTENDANCE:

Elaine O'Leary (Chief Executive)
Catherine Lomax (DDC Observer)
Frances Harris (Community Facilities Advisor)
Natasha Jimenez Sanchez (Project Administrator)
Charlene Brown (Communications Administrator)
Suzy Sanders (external minute taker)

James Davidson (Site Caretaker)
Rachel Boyd (Observer)

1. APOLOGIES:

Hugh Fenton (CVS Observer)
Gareth Lugar Mawson (Trustee)

Bernard Lock (Trustee)
Cameron Waldron (Trustee)

2. DECLARATION OF INTEREST

To be raised if relevant during the meeting.

3. MINUTES FROM PREVIOUS MEETING

a) The draft minutes of the open Board Meeting held on 6th June 2019 were approved as a true and accurate record pending one addition regarding the £39k value of the DEFRA grant for the year.

Proposed RH and seconded by DS with no objections.

b) Matters arising not on the agenda:

- KC shared an email from Fabienne Fraser-Allen confirming her resignation from the position of Trustee. A formal response will be prepared thanking Fabienne for her past dedication and contributions.

ACTION GLM

- KC confirmed that item 4 on the agenda (Consideration of appointment of Rachael Boyd as a new Trustee to Northamptonshire ACRE Board) be removed from the agenda and would be discussed at the Board Only meeting later in the day.

4. NEW STAFF

EOL confirmed that Jenni Hedges will be joining the team Full Time as a Rural Officer in January 2020 and introduced two new staff members: Natasha Jimenez Sanchez (Project Administrator) and Charlene Brown (Communications Administrator). Natasha and Charlene shared their backgrounds and areas of focus.

EOL is to formally invite Jenni Hedges to the AGM on 28th November 2019.

ACTION EOL

5. STAFF REPORTS

The staff reports were circulated to the Board in advance of the meeting.

SC shared a wedding update and wedding feedback - at this time 55 weddings are confirmed for 2020 with a further 10 provisional bookings for 2021 and 2022. Renovations in the reception area have been completed and the next wedding fayre will take place on 29th September which is anticipated to be busy with both guests and suppliers.

FH delivered an update with a focus on the Village Hall Improvements Grant Scheme in which Marston St Lawrence Village Hall has been successful in being awarded £20,837. FH thanked EOL for her considerable help supporting this application. Whilst Marston St Lawrence is not a member, they will be used as a Case Study for the website. EOL congratulated FH on the membership numbers reaching 102. EOL shared the Village Hall Worksheet and Call Log and explained that both NJS and CB would be supporting with contacting old members and identifying potential new ones. KC thanked FH for her hard work and accurate record keeping.

EOL mentioned the Heritage Lottery Bid for Community Fridges (not detailed in the Staff Update) East Northants Pilot in collaboration with Mallows Food and Drink. The Heritage Open Day on 15th September 2019 was a success with a strong turnout with lots of positive comments about the site overheard.

The Good Neighbour scheme was discussed and EOL explained that JH will be supporting with this when she starts. EOL is expecting to hear from the Funding Officer imminently as to whether the application to the National Lottery Fund has been successful.

DS on behalf of the Board thanked all staff for their sterling efforts.

6. NORTHAMPTONSHIRE VILLAGES AWARDS UPDATE

EOL shared an update and the outcome of the Northamptonshire Villages Awards and the changes being made to next years programme following feedback from judges, winners and applicants which include adopting a Bronze, Silver, Gold approach meaning that more villages can gain recognition. A consistent scoring process is to be defined and promotional activities will start in October 2019. KC requested that from now on the new CPRE logo and slogan were to be used for all publicity which features their support.

ACTION EOL

7. UPDATE ON THE HUNSBURY HILL FARM PROJECT

RH led an update on the project and work undergone since the last meeting. The primary focus is on the challenge of seeking initial **capital** to support a further funding bid. RH outlined plans to employ a Conversation Architect to prepare a brief to invite other architects to bid to support the project. An offer of assistance has been received

from a local firm that drew up the site plans five years ago when the sale of the site was being considered. They have quoted £2,900 excluding VAT. The quotation and project will be proposed at the Board only meeting later in the day. The next project working party group meeting would be on Wednesday 18th September 2019.

8. SUGGESTED DATE FOR NEXT MEETING OF BOARD AND STAFF

Thursday 28th November 2019 was confirmed as the next meeting date. The AGM will also take place on this date.

Meeting closed at 10.45am