



MINUTES OF THE OPEN MEETING OF THE BOARD OF TRUSTEES

LOW BARN, HUNSBURY HILL CENTRE

10am on Wednesday 4th March 2020

PRESENT:

Richard Hollingum (Trustee)
Gareth Lugar Mawson (Chair)
Ken Christy (Trustee)

David Scudamore (Trustee)
Cameron Waldron (Trustee)

IN ATTENDANCE:

Elaine O'Leary (Chief Executive)
Miranda Prentice (Observer)
Catherine Lomax (DDC Observer)
Frances Harris (Community Facilities Advisor)
Natasha Jimenez Sanchez (Project Administrator)
Charlene Brown (Communications Administrator)

Suzy Sanders (minute taker)
Jenni Hedges (Rural Officer)

1. APOLOGIES:

Rachael Boyd (Trustee)
James Davidson (Site Caretaker)

Bernard Lock (Trustee)

2. DECLARATION OF INTEREST

To be raised if relevant during the meeting.

3. MINUTES FROM PREVIOUS MEETING

There are no minutes to be approved as the previous meeting was the AGM of which the minutes will be approved at the 2020 AGM on 9th September.

4. NEW STAFF

- a) EOL introduced Jenni Hedges, Rural Officer who explained her background and experience.
- b) EOL gave an update on the recruitment of two new full-time field workers funded by the National Lottery Community Fund. The funds are expected on 1st April 2020 and advertising will commence W/C 9th April 2020.

EOL is to share the formal letter confirming funding award to the Board.

ACTION EOL

5. FUNDING WORK

EOL delivered a verbal update on all funding projects covering: National Lottery Community Foundation Project – Good Neighbour Schemes, Village Hall Survey, Safeguarding practice in village halls, Partnership Grant from NBC Partnership Fund and the village hall improvement grant explaining her satisfactory outlook. The community fridges project is currently on hold and further funding work is actively being pursued including funding for a small van for the fieldworkers to utilise.

It was agreed that more case studies should be created, published and circulated on Good Neighbour Schemes.

ACTION EOL

6. STAFF REPORTS

The staff reports were circulated to all attendees in advance of the meeting and paper copies were available for discussion. It was noted that JD is signed off sick currently and GLM asked that he be sent the Board's best wishes.

SC explained that wedding bookings are down a little but as expected. There have been a few recent cancellations but due to terms and timings were still profitable. The first booking for 2022 has been taken and things are on target for 2021. A marketing audit is underway following which a new marketing plan will be prepared.

FH shared a concern regarding South Northants Council as outlined in the staff reports. EOL and GLM are to support FH and attend the meeting being arranged with SNC.

ACTION EOL/GLM

The Community Transport Directory is being shared wider and a copy will be circulated to the Board.

ACTION JH

EOL urged all attendees to support the promotion of the Community Festival on 4th April 2020 from a supporters, attendees or stall holder perspective.

ACTION ALL

The Board are to be added to the distribution list for the e-news bulletin.

ACTION CB

7. NORTHAMPTONSHIRE VILLAGE AWARDS

EOL delivered a verbal update on the Awards noting that 16 applications have been received some from new villages. The new judging panel are meeting on 5th March 2020.

EOL is to contact CPRE to discuss current and possible future funding.

ACTION EOL

8. UPDATE ON THE HUNSBURY HILL FARM PROJECT

RH gave a verbal update on the project progress and explained that the working group project team is meeting W/C 9th March to consider the architect applications before making appointment recommendations to the board. RH also commented that he has been very impressed with the way the Community Festival on 4th April 2020 has come to fruition and requested that everyone does what they can to support before and during the event.

9. DATES OF NEXT MEETINGS OF BOARD AND STAFF

The following meeting dates were agreed:

- Wednesday 3rd June 2020 – Away Day - *suggestions on a suitable venue are welcome*
- Wednesday 9th September 2020 – Annual General Meeting
- Wednesday 25th November 2020

10. ANY OTHER URGENT BUSINESS

DS raised the point of adding Unitary to future meeting agendas in order to keep abreast of what is happening. EOL agreed stating that there is a lot of concern amongst Parish Councils.

EOL is to prepare a letter highlighting concerns raised by local Parish Councils to National ACRE. EOL is also to pursue the 'Villages Together' concept to help with communication and flow of information and consider inviting (and paying travel expenses) to the representative from Cornwall Parish Clerks who had spoken at a recent NCALC event about the lessons learned from the implementation of unitary in Cornwall.

ACTION EOL

GLM advised that Paul Rose passes on his best wishes and would like to be kept informed of developments. EOL is to prepare a newsletter update for Paul Rose.

ACTION EOL

Meeting closed at 11am