



# MINUTES OF THE OPEN MEETING OF THE BOARD OF TRUSTEES

ONLINE VIA ZOOM

10am on Wednesday 9<sup>th</sup> June 2021

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## PRESENT:

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

David Scudamore (Trustee)  
Cameron Waldron (Trustee)  
Miranda Wixon (Trustee)

## IN ATTENDANCE:

Elaine O'Leary (Chief Executive)  
Jenni Hedges (Rural Officer)  
Rosie Smart (Earls Barton Parish Council Clerk)  
Cllr John Elliott (East Hunsbury Parish Council)  
Frances Harris (Community Facilities Advisor)  
Natasha Jimenez Sanchez (Project Administrator)  
Charlene Brown (Communications Administrator)  
Joanna Browning (Good Neighbour Scheme Fieldworker)

Suzy Sanders (minute taker)

**1. APOLOGIES:** Sarah Clarke (Centre Coordinator)    **ABSENT:** Bernard Lock (Trustee)

## 2. DECLARATION OF INTEREST

To be raised if relevant during the meeting.

## 3. MINUTES FROM PREVIOUS MEETING

The draft minutes from the open meeting of the Board of Trustees meeting held on Wednesday 3<sup>rd</sup> March were approved as a true and accurate record pending three adjustments.

**Proposed by GLM and seconded by MW.**

## 4. WELCOME TO NEW STAFF

EOL gave a verbal update and welcomed two new members of staff, Good Neighbour Fieldworker's Joanna Browning and Claire Yow.

Joanna gave an update covering her history and background a summary has been included in the minutes for reference.

*"Hi I'm Joanna Browning. Jo to friends, work colleagues and trustees. I'm delighted to have been employed as one of the Good Neighbours Scheme Field Workers and am looking forward to working closely with you all to promote the positive ways in which the GNS can help support and sustain communities as they work towards the wellbeing and resilience of all their villagers.*

*I come from a background of teaching, in the UK and in Kenya, and have for six years been the Families and Children's Worker for Holy Cross Church in Daventry where I*

*developed relationships within the church congregation, ecumenically and between the church and primary schools, local families and wider community.*

*Whilst furloughed I spent my time volunteering for the Byfield Good Neighbours Scheme co-ordinating visits and care-calls for elderly, vulnerable and shielding villagers throughout the pandemic and beyond. I am part of the shopping, cooking & delivery group and delivered prescriptions during lockdown. More recently I have driven villagers to have their covid vaccinations and still make monthly visits to those on our most vulnerable list, with homemade cakes in order to chat with them and ensure they have company and essentials.*

*I will be working part-time, 24 hours over three days as a Field Worker as I am in the third year of the CPCAB Counselling Studies qualification and have a busy two years ahead with college work and agency practice when I am not at NACRE.*

*I have lived in wonderful Byfield for almost 18 years, am married to Will, have three children & two step-children, two old cats and a dog, Luna, who has become far too accustomed to very long walks in the last year. I love cooking, reading and pottering in the garden - at which I'm getting better now that I have a plant/weed-identifier app to help me!"*

## **5. NORTHAMPTONSHIRE ACRE VILLAGE SURVEY**

EOL gave a verbal update on the online survey, which was sent out to all villages, parish councils, members and via a formal press release at the end of May 2021. This is the first survey in 10 years which aims to established what has changed and assess the impact of COVID-19.

[The survey can be accessed and viewed here.](#)

EOL encouraged attendee to help future promote the survey ahead of the 12<sup>th</sup> July deadline. EOL is to raise with Danny Moody and request his support.

**ACTION EOL**

CW raised the survey as an opportunity to do more detailed, local analysis. The idea of looking at and working with a few 'key villages' to get a better picture was discussed. CW is happy to work with JB on this.

## **6. DEFRA LA FOOD GRANT UPDATE**

JH delivered an update confirming that £32k had been granted from DEFRA. Work has been carried out in partnership with the Daylight Centre to deliver emergency food parcels. The second phase of the project (which is still running) is 'Cooking Good' which is helping families learn how to prepare and cook local, fresh meals. The response and feedback to both initiatives has been very positive which will all be compiled into reports.

EOL stated that a lot of JH's time had been dedicated to these projects but there was no capacity from DEFRA within the grant for staff time and costs. EOL will share the monitoring and final reports with the Board in due course. EOL and CW are to speak separately regarding collecting background supplementary information to support the evidence and reports being produced.

**ACTION EOL/CW**

## **7. STAFF REPORTS**

The staff reports were circulated to all attendees in advance of the meeting and shared on screen. Each team member gave a verbal update covering highlights and questions.

EOL and Rosie Smart are to discuss sharing best practice and ideas amongst parish councils to support the marketing plan and highlighting membership benefits in more detail.

### **ACTION EOL**

In SC's absence EOL raised current challenges and frustrations regarding registrar bookings which is holding up future wedding bookings. There is a large backlog and a four to five month waiting list at present.

EOL also gave an explanation and update on the Northamptonshire VCSE assembly event on 6<sup>th</sup> July and invited all to book on.

## **8. UPDATES ON FORTHCOMING EVENTS:**

Updates have been covered in the Staff reports and EOL gave an update on the plans for the 75<sup>th</sup> anniversary celebration week including planned topics and speakers. EOL explained that they have been unable to get a response or speaker confirmed from DEFRA. GLM offered his support in writing and requested copies of EOL's correspondence.

### **ACTION GLM**

EOL also requested help and suggestions to support the Community Festival in September.

## **9. RURAL INITIATIVES**

EOL explained that she had added these points to the agenda as she thought they were useful and helpful to share. EOL talked through the three initiatives, shared them onscreen and the links for further reading/information can be accessed here:

- a) ACRE [Village Halls Doomsday Book](#)
- b) [Rural Proofing in England 2020](#) – DEFRA policy document
- c) [Revitalising Rural: realising the vision](#) campaign by rural Services Network

## **10. DATE OF THE NEXT MEETING OF BOARD AND STAFF**

AGM Wednesday 8<sup>th</sup> September 2021, location TBC.

*Meeting closed at 11.15am*