

Minutes of **Nanstallon Community Trust Meeting** held on 4th December 2023

1. Apologies - Marc, Wendy, Linda, Mick, Sylvia

2. Minutes of meeting 6th November 2023 approved [proposed Adam, seconded Mark]

3. Chair, Helen welcomed everyone to the meeting and thanked Fay for hosting. Adam was thanked for again providing the calendars.

A list of possible Trustee Roles and responsibilities was presented and discussed [copy circulated with these minutes], it was agreed that the leaders would be responsible for coordinating the tasks related to delivering their roles.

With respect to Hall key holders it was agreed that there would be a separate hidden key safe for sole use by Trustees.

Data Protection Policy was discussed and adopted. Proposed Sue, seconded Sheila.

4. Matters Arising

Purchase - Brian updated on the delays in receiving the LUC Grant which was passed to their solicitor on Wednesday 30th, and that it seems their solicitor is slow in acting. Our Solicitor has all the necessary paperwork ready.

We have also been advised that the Methodists have indicated that they will place the Chapel back on the Market if we don't complete by the end of this week, Friday the 8th, despite being keep up to date on the legal and funding issues.

Booking process. The booking form and conditions were circulated and Trustees agreed that they should be passed to Martin for use as soon as we agree to the Hall's use for letting. The Hire charges were also agreed but would need to be flexible.

Polling Station - Brian reported that the Electoral Service have now inspected the Hall and seem happy to use the Hall for the Election Polling Station subject to provision of an access ramp.

DDA access, Fay has acquired an access ramp which is due to be delivered at the weekend, it will need to be assessed as to its suitability. With regard to polling, the Electoral Service may be able to provide a temporary ramp if required.

Energy Efficiency - Carol updated on recent seminar on ways to make the Hall energy efficient. Several options such as Solar panels/Battery storage and air to air heating which could be funded as part of grant bids.

5. Finance - Sheila

Auditing of end of years [31st October] accounts, Sheila indicated that they will be passed to our Auditor.

Calendar - an extra 100 need to be sold. To be distributed to Cornish Garage and Bodmin Nursery.

Sales also need to be promoted by all.

Action Sheila
Action All

JustGiving - **Adam**. As we will have purchased the Hall Adam suggested that we relaunch the page in the New Year focusing on a specific project/aim. To be discussed at next meeting.

6. Purchase Completion- actions/tasks

Agreed these will be set in motion as soon as we have a completed date for the purchase.

New **VILLAGE HALL** Signage. Sheila awaiting confirmation on design and cost.

Action Sheila

7. Other Grant applications.

CLUP - Cornwall CC expression of interest submitted. Brian reported that he is awaiting approval to bid.

COF - next round of bidding is now open, need to identify scope as we will own the Hall.

Action Brian

8. Social Events Fundraising. - Sue

Marc has identified that Asda will offer goods to support the Charity and need a list of items that we can request.

Action Sue /Marc

The social fundraising group have set a programme of fund raising and social events to be circulated.

Kath confirmed the use of Avalen for a Country Barn dance, 24th February, capacity 200. The bar would be available, hire cost to include bar £150. Carol to contact potential Musicians/caller.

A regular monthly coffee morning will be held as well as a Tea and natter on mobile library days.

9. Any other Business - none

The meeting closed at 9.00 pm

Date of next meeting 8th January 2024 .