

## Preston and Abbey Community Trust AGM

Minutes for meeting 17<sup>TH</sup> May 2021 at 6.30pm

Location - Zoom

	<b>Present;</b> Hayley Shaw (Chair), Andrew Smith, Richard Swan, Linda McIntyre, Liz Macfie, Ray Eadrley. (Note taker; Heather Waldron)	
Item	Topic	Action
1	<b>Apologies</b> James, Gary	
2	<b>Minutes of Last meeting</b> Minutes could not be approved at this meeting as only one person from the previous meeting was present. Andrew agreed to propose and it was agreed that they could be seconded online. Gary has seconded via email.	
3	<b>Matters Arising</b> Larder survey – see below.	
4	<b>Finance</b> At the end of the previous financial year remaining assets are re-allocated to the unrestricted funds. This year there will be a drive to stimulate applications for grants and it was agreed to keep last years remaining assets to meet new applications. Also, there may be a shortfall in the money needed to complete the Abbey VH. OSCR Some small issues in the accounts need to be corrected. Liz will liaise with James soon to resolve these as the submission date is close.	
5	<b>Grants</b> <u>New applications;</u> None. The new email set-up will be tested to make sure its working properly but in the meantime it is assumed that no new emails means no applications. <u>Whiteadder Water Sports;</u> Hayley has been made aware today that the lease has not yet been approved by SBC therefore no further money will be released by PACT at present. This would suggest that the decision to give out large grants as and when needed rather than as one lump sum was good practice. Hayley had also received an email form Whiteadder Water Sports, from their newsletter sign up, advising that there was a delay in their opening – which would be forwarded to the board after the meeting. <u>Application forms;</u> No progress as yet.	
6	<b>Charitable Activity Updates</b> <u>Larders</u> Beth had circulated the report of the survey done at the Preston Plant Sale. No one present attended but word of mouth said it was busy. The survey said 18 households were regular users of the larder of which 6 said they needed the food support offered. Food Larders were initially set up to reduce food waste by using items close to being out of date which are donated by shops and supermarkets. During lockdown the larders also benefitted from the Government giving extra support to Fairshare, which supplies basic longer lasting food items. This government support will cease soon and Liz anticipates further funding requests from Larders	

	<p>in order to keep them running properly. This support could be covered by the small £500 grants which are easier to apply for.</p> <p>There was clarification of who runs the Larders – for both Preston and Abbey they are run by the Resilience Committees.</p> <p><u>Broadband</u></p> <p>Richard has tried to arrange a meeting with Alex Cacciamani but Alex has said before they meet, he needs a firmer proposal and a clearer idea of what the demand will be. A further survey is therefore a priority. There is a draft nearing completion but costs will need to be included both from Alex and possibly one other provider for comparison. The survey will need to go out to individuals by mail chimp and post and also put in the newsletter and on facebook as well. PACT could offer a free advert in the newsletter quoting costs and giving a link to the website for further information.</p> <p>Richard will go back to Borderlink for a quotation.</p> <p>In the interim Hayley suggested using the Abbey hall connection as an “internet café” as online access can be gained both from inside and on the veranda. Managing this could be part of Beth’s remit alongside members of the VH committee when it reforms.</p> <p><u>Abbey Village Hall</u></p> <p>James’ report was too extensive to cover in the meeting but had been read by everyone. Completion of the hall is delayed and therefore has not yet been signed off by the builders. This in turn means it cannot be insured and cannot be used at present.</p> <p><u>Events</u></p> <p>James envisages a grand opening of the hall to include all those involved with the build, family events and an evening ceilidh but this is unlikely to happen until after August.</p>	<b>Richard</b>
7	<p><b>Communications</b></p> <ul style="list-style-type: none"> <li>• Broadband survey to be done as soon as possible.</li> <li>• Newsletter and facebook also to include a copy of survey. (Andy noted that facebook is getting some hits but has not yet grown enough to be really useful.)</li> <li>• Beth could now take over the newsletter from Andy if this was what both parties agreed. Hayley suggested Beth collates and prepares a postal version of the next newsletter and Andy undertakes training with Kathleen to make best use of Mailchimp, thereby improving communications.</li> <li>• Information from a recent membership survey suggests communications at present are only reaching 45 households with some names on both CC and PACT lists. Many of the community are not being reached and ideas were suggested to encourage members of the community to read the newsletter ie adverts, offers to new residents.</li> <li>• Hayley suggested posting surveys for the next 12 months until the newsletter has been reconsidered.</li> </ul>	
8	<p><b>AOB</b></p> <p><u>MOU</u></p> <p>It was agreed that PACT should support swimming but not take over the swimming from CC. Instead a grant request should be made by the Swimming Pool itself. Hayley and Liz will look at alternative options. In view of the short</p>	

	<p>notice between this meeting and that of the CC, Andy agreed to bring it up at the next CC meeting. The MOU remains a work in progress.</p> <p><u>Beth's Role</u> There is not yet a list of terms and conditions for this role but work has been started and efforts made to set a date for a meeting of James, Hayley and Liz. As Beth will not be a member of the Trustees but rather an contractor, she will not be involved in decision making and will therefore be able to take over the minutes. Beth's remit could also include consultancy, admin, implementing the action plan, newsletters and surveys. Andy has other suggestions for the job remit and was asked to mail these and other comments to Hayley.</p> <p><u>Spend</u> A substantial amount of money has been spent in Abbey on the hall etc.. and it was felt that money should be spent elsewhere in the PACT area. We know we cannot buy land to construct a Play Park. We need some other ideas?</p>	
9	<p>The consensus of the group is that we still meet on a monthly basis on the third Wednesday of the month, next meeting on 19<sup>th</sup> June Via Zoom, unless there are significant changes at Abbey Village Hall. Everyone felt that 2 monthly is too long at the moment, we agreed to review this on a regular basis. And as Beth had previously commented to James and Myself, that she has occasional commitments on the first Wednesday of the month, it does not make sense to move the meetings as this time.</p> <p>Everyone would like it if James could please mark off what has been completed on the list of outstanding works at Abbey Village Hall and keep it updated as best as possible, so that we all have a clearer picture of where we are realistically with the completion, and obtaining warrants etc...</p> <p><b>Priorities at the moment:</b></p> <p>1 Broadband survey – to be sent out ASAP</p> <p>2 Liz and Hayley to review Job Spec and make outlines and a Consultancy Contract for Beth, discussions also need to be made regarding the taking of minutes etc...</p> <p>Distribute to board for final approval. this is URGENT as Beth starts on 31 May (which is a bank holiday)</p> <p>3 Summer newsletter – to be collated and created by Andy to send out in Mailchimp with help/training from Kathleen. Then Beth to produce etc... the paper printed version for distribution. Please send Andy any articles/info for the newsletter.</p>	
10	<p><b>Date of next meeting</b> Wednesday 16<sup>th</sup> June 2021 at 6.30 pm via Zoom</p>	

