

HOLME BANK LAND TRUST

Minutes of a Meeting of Trustees at 7.00pm Tuesday, 8 May 2018

Trustees in attendance:

**Jill Hooper
Diana Malone
Patricia Richards
Adrian Smith
Parvis Taylor**

1) Welcome, apologies and conflicts of interest

All Trustees attended. There were no conflicts of interest.

2) Minutes and matters arising from the meeting of Trustees, held on 28 November 2017

The minutes of the last meeting were deemed to be a true record and signed by the Chairman. Patricia Richards had invited William Barker of Pygott & Crone to attend tonight's meeting to meet new Trustees and discuss Pygott & Crone's involvement in HBLT's land management arrangements. Regrettably he was not available but hoped to attend the next HBLT meeting. Refresher defibrillator and CPR training had successfully taken place in January with some 18 Holme residents and friends attending. The arrangements for the Christmas tree 2017 and Carol Concert had also been successful.

3) The Orchard

It was agreed that the grass should be left to grow a little longer for a few weeks to see what, if any, meadow flowers might still be growing.

4) Charity Commission

Patricia Richards reported that the Charity Commission has emailed to ask all registered Charities to consider their safeguarding policies. It was agreed that all Trustees would accept their responsibilities to be aware of the potential safeguarding risks in respect of HBLT organised events and report any concerns or suspicions to all other Trustees.

5) Land management

There was nothing new to report.

6) Financial Management

Parvis Taylor introduced the end year 2018 accounts and invited any questions. There were no questions. The accounts were agreed and are now ready for independent assessment by Duncan Richardson. Parvis will get in touch with Duncan. Parvis was thanked for his diligence and efforts as HBLT's Treasurer.

The Chairman then invited Trustees to consider whether all Trustees were satisfied both with the way decisions were taken about HBLT expenditure as well as with what the Charity's money was spent on. Trustees confirmed that they were satisfied with the financial controls in place, both in terms of approving and properly managing expenditure which was in our beneficiaries' best interests and ensuring value for money.

Following discussion it was agreed that we could perhaps make better use of the Orchard. Ideas included an open air cinema event; the installation of a boules pitch; and also the installation of a fixed table tennis table. Diana Malone agreed to obtain any tips from her daughter who had experience of running outdoor cinema events, for Patricia Richards to work on with Eve Wrighton, who had kindly agreed to help. Patricia Richards will investigate the potential to install either or both a boules pitch and a table tennis table in the Orchard.

7) Blacksmith's shop

Patricia Richards agreed, with Jill Hooper's help, to re-stain the doors and windows of the Blacksmith's shop in the next few months, also staining the notice boards at the same time.

8) Village website

The new village website was now online, with thanks to Adrian Smith for his sterling efforts. It was agreed that the task now is to promote the site and ensure that it is regularly populated, including with copy from appropriate community partners. Jill Hooper agreed to contact our local police support officer to invite Neighbourhood Watch and other suitable material. Diana Malone will contact the RSPB at Langford Lowfields to invite any copy from them. Patricia Richards will promote the website in the next HBLT Newsletter.

9) Defibrillator

Jill Hooper continues to check weekly that the defibrillator remains in good working order, something which rarely seems to happen in other communities. She reported that the charging pads were due to expire at the end of July 2018. Jill agreed to check whether there was anything stored in the Blacksmith's shop advising how to get replacements, failing which she will make direct contact with the British Heart Foundation. (Post meeting note: 4 new pads will need to be ordered mid-July at a cost of £46 per pair.)

10) Hog roast 2018

It was agreed to organise another hog roast to take place in the Orchard on 8 July 2018. Jill Hooper will take the lead, with help from other Trustees as necessary. The costs are expected to be very similar to last year, perhaps another £50 maximum. David Blundy and his friends will be asked to provide their wonderful live music, which was very much appreciated last year. Patricia Richards will prepare a Newsletter to promote the event.

11) Flower boxes in Holme

It was agreed, for a budget of up to £100, to put in place several flower boxes around Holme, including at the entrance to the village if at all possible. Jill Hooper will take the lead. Karen Christie has very kindly agreed to help.

12) AOB

Diana Malone agreed to speak to Annie Purdie regarding the non-response to an email sent by Parvis Taylor asking about a written contribution to Focal Point which was not used. (Post meeting Note: The wrong email address was used, explaining the non-response).

Date of next meeting: to be agreed, most likely November 2018.