

**Grosmont Futures – Minutes of Meeting 16th April 2024, 6.00pm, Face to Face,
Grosmont Town Hall**

Present

Committee Members: (*Co-opted)

Lynne Potter (LP) Chair, Mark Whitaker (MW), Jo Whitaker (JW), Deb Nevill (DN), Nick Jones (NJ), Jan Chatfield Minute Taker (JC), *Peter Clarke (PC).

Members of the Public: Jane Moggridge

Apologies: Alex Minford (AM), Oliver Huntsman (OH)

LP welcomed everyone to the meeting and thanked everyone involved in the Party for their hard work.

Declaration of any Conflicts of Interest - None declared.

Minutes of Last Meeting held 26th March 2024 - Minutes accepted as an accurate record.

Action Points from Minutes

Actions Arising to be completed by next GF meeting unless otherwise stated.			
Agenda Item	Action from GF Meeting 19/09/23	Responsible	Action Update
Agenda Item 6. Project Structure document.	Present Project Structure document at the next GF Meeting and clarify its purpose Further Action 20/02/24 JC to make amendments in line with new name for Steering Group, then send to PC for checking. Final Doc to be circulated for approval at next GF meeting	Peter Clarke Jan Chatfield	ONGOING
Agenda Item	Action from GF Meeting 17/10/23	Responsible	Action Update
Agenda Item 8. PID Templates	Draft Documents more work needed Working group set up to take this forward, Peter Clarke, Alex Minford, and Jan Chatfield	Peter Clark Jan Chatfield Alex Minford	ONGOING
Agenda Item	Action from GF Meeting 19/12/23	Responsible	Action Update
Agenda item 5, Feedback from GCC meeting 12/12/23	PA sent to GCC for signing at their next meeting. Mark Whitaker to sign on behalf of GF Further Action from GF Meeting 26/03/24. NJ to Confirm where the signed document is stored	Nick Jones	Document Signed electronically and stored in Dropbox Folder 2 Governance
Agenda Item	Action from GF Meeting 26/03/2024	Responsible	Action Update
Agenda Item 2, Finance	Clarify the process for accessing the £500 from GCC to help fund the village celebration	Nick Jones	£500 from GCC is now in GF bank account
Agenda item 5, Building Project	Ask GCC to formally invite Wayne and Sarah to the celebration on 13 th April	Nick Jones	Completed – Wayne attended
Agenda Item 7, Celebration 13 th April 2024	Contact Michael Dupree to see if he is going to attend on 13 th .	Lynne Potter	Completed – Michael attended
	Ask Lowri Wyn-Morgan to invite the Lord Lieutenant of Monmouthshire	Nick Jones	Completed – but he did not reply
	Provide ballpark costings and chase up 3D designs for the display	Peter Clarke	Costings provided but £D designs were not possible
	Ask Desmond Pugh if he can take photographs on the day	Nick Jones	Completed – Desmond attended
	Help with set up on Friday 12 th April 5.00pm outside the Town Hall	ALL	Completed

Agenda item 8, GFCIO policies review	Allocate policies to the teams for review before the GFCIO AGM in May 2024 Lynne & Oliver, Mark & Jo, Jan & Debs	Jan Chatfield	Completed
Agenda Item 10.AOB New Village Website	Put website on the agenda for the next GF Meeting.	Jan Chatfield	Agenda item 9
Agenda Item 10. AOB Link Magazine	Put article for Link Magazine on the agenda for the next GF Meeting.	Jan Chatfield	Agenda Item 10

Matters Arising not included on the agenda **NONE**

Correspondence **NONE**

Agenda

1. Finances (OH)

Current balance is £1004.40, this includes the £500 from Rural Futures and £500 from GCC to fund the celebration on 13th April. JC presented a spreadsheet showing the costs of items purchased for the celebration. DN proposed these expenses should be approved and paid out of the funds, this was seconded by Peter Clarke and agreed by those present.



Costings for
celebration 13th April

Action: Individuals to present invoices to OH for payment.

2. Highlight Report 21 (PC).



Highlight Report 21
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Overall, the project status is **green**. There were no questions on the content of the report. **PC** added that Michael Dupree from TNLFCF is very impressed with what we are doing and trusts us to do what we say we will do.

3. Feedback GCHMG meeting 04/04/24.



Minutes - Action
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MW noted that we are still waiting for Hill Valley Restoration to engage with Architect to finalise costings and work plan; Sarah Browne is aiming for a meeting in first week of May. One concern is that TNLFCF have indicated that the appointment of the Solicitor must be confirmed ASAP.

4. Feedback from GCC Meeting 22/02/2024 (WMC)

NJ reported that GCC voted to formally accept the Tender Process for the repairs to the Town Hall with £298K available for the building work.

A solicitor has been identified to work with TNLFCF on the grant award but has not yet been formally engaged.

The formal acceptance document for the grant from the Architectural Heritage Fund has been signed and sent to **PC** for distribution and a copy has been saved in Dropbox. Councillor Jude Rogers confirmed that the Abergavenny Media Agency have been engaged to take the initial steps in setting up the new Village Website.

5. Building Project and Tender Process (MW/PC)

As stated in item 3 above, we are still waiting for Hill Valley Restoration to engage with Architect to finalise Itemise costings and work plan. Sarah Browne is to progress with Wayne Hill and is aiming for a meeting in first week of May.

Wayne Hill has indicated that he has encountered a lot of delays in his current project and the start date will now be later than August. **MW** has discussed this with Michael Dupree from TNLCF who is quite relaxed about this delay but has asked to be informed when the work starts.

Wayne informed **MW** that he has a team lined up for the Town Hall project.

LP noted that she had chatted with Wayne at the village celebration on 13th April when he told her that he was waiting for a key member of his team who helps with costings to be available before meeting with the Architect.

6. Formal Approval of the Tender Process

PC confirmed that the revised budget for the building work taking into account the awards from TNLCF & AHF and the funding from GCC £298k. **JC** proposed that GF formally approve the tender process, this was seconded by **JW** and unanimously agreed by those present.

7. Community Engagement Event 13th April 2024

This was a resounding success and much enjoyed by everyone. The project is now real, and it was useful to be able to remind the community that it is not just about the repairs to the Town Hall, rather what the upgraded hall will be able to offer.

The village looked great and there was a very festive feel to the occasion. Many thanks to everyone who worked so hard to make it happen.

There were three written comments which will be scanned and put in Dropbox, but no new volunteers came forward.

It was noted that there was not actual vegetarian/vegan offering on the BBQ apart from salads and jacket potatoes and unfortunately the food ran out before everyone was served, although more than 120 portions were served.

There was one verbal negative comment that the £30k being provided by GCC will actually come out of the precept and thus will be paid for by the community. But it was explained that the Town Hall requires £90K to be spent on it, with the alternative being a derelict building in the centre of the village.

Whilst everyone helped to tidy up after the event, no one locked the Town Hall at the end of the event, which was an oversight. Fortunately, Margie Barker locked the hall later in the evening, apologies were given to GCC via Nick Jones.

8. Grosmont Futures CIO AGM 2024 (DN)

GFCIO AGM planned for 6.00pm - 7.00pm in the Town Hall on 21/05/2024, followed by the GF monthly meeting at 7.00pm. All welcome to both meetings.

JC gave her apologies as she will be away, and **JM** agreed to take the minutes in her absence.

OH has also given his apologies for these meetings.

It was agreed that **JC & JW** would resign as Trustees and then re-apply, whereas **WMC** will resign and no longer act as a Trustee of GF CIO.

LP & DN will prepare the Annual report for presentation at the AGM.

Action: LP & DN will prepare the Annual report

9. Village Website

Councillor Jude Rogers has contacted DN to ask what GF would like to see featured in the new village website. Suggestions included storage of documents, photos, news stories and a

Grosmont blog. GF would like their own page with access to post material ourselves and the ability to link to other sites.

Action: DN to update Jude with our wish list for the new website.

10. Article for Link Magazine

NJ reminded the group that the article for the Link Magazine is due by the end of May. We will have a double page spread with photographs.

JC & JW offered to prepare the article but queried the word count.

Actions: NJ to confirm word count and JC & JW to write the article.

11. Next Steps

- 1) GFCIO AGM Preparation
- 2) Article for Link Magazine
- 3) Review the policies and complete outstanding documents
- 4) Photos of Celebration
- 5) Sarah Browne to meet with Wayne Hill
- 6) GCC to engage the solicitor

12. AOB

JW informed the meeting that she had been speaking to Michael Dupree from TNLCF who told her that they were considering a funding project on transport in isolated rural areas which could be an opportunity for GF in the future.

13. Date of next meeting(s)

GCHMG meeting, Thursday 9th May 2024, 7.30pm via SKYPE.

GFCIO AGM, Tuesday 21st May 6.00pm, Grosmont Town Hall (+ Zoom if possible)

GF meeting, Tuesday 21st May 7.00pm, Grosmont Town Hall (+ Zoom if possible)

Meeting with Sarah Browne, Wayne Hill, and the Building Group **TBA ASAP**

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Agenda Item	Action from GF Meeting 16/04/2024	Responsible
Agenda Item 2, Finance	Present invoices to OH for payment	ALL
Agenda Item 8. GFCIO AGM	Prepare the Annual report for GF CIO AGM	Lynne Potter Debs Nevill
Agenda Item 9, Village Website	Update Jude with our wish list for the new website	Debs Nevill
Agenda Item 10. Article for Link Magazine	Prepare the article for Link Magazine	Jan Chatfield Jo Whitaker
	Confirm Word Count for article in Link Magazine	Nick Jones

There being no further business, the meeting closed at 7.20pm.