

**Grosmont Futures – Minutes of Meeting 18th June 2024, 6.00pm, Face to Face,
Grosmont Town Hall**

Present

Committee Members: (*Co-opted)

Lynne Potter (LP) Chair, Mark Whitaker (MW), Deb Nevill (DN), Jan Chatfield Minute Taker (JC)

Members of the Public: Jane Moggridge, Witek Mintowt-Czyz (WMC),

Apologies: Alex Minford (AM), Oliver Huntsman (OH), Jo Whitaker (JW), Nick Jones (NJ), *Peter Clarke (PC).

LP welcomed everyone to the meeting.

Declaration of any Conflicts of Interest - None declared.

Minutes of Last Meeting held 21st May 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 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	The PID cannot be completed until more details are provided by the Architect & Builder
Agenda Item	Action from GF Meeting 16/04/24	Responsible	Action Update
Agenda Item 2, Finance	Present invoices to OH for payment Still awaiting invoice from the Angel Inn.	Lynne Potter to contact Angel Inn	Invoice provided and paid in full
Agenda Item	Action from GF Meeting 21/05/2024	Responsible	Action Update
Agenda Item 8, Grosmont Community Partnership Project and Reporting Structure	Tidy up document and present to next meeting.	Debs Nevill & Jan Chatfield	Agenda item 10

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

Correspondence

Peter Willis from Rural Futures has suggested that GF should link with other groups taking part in the Rural Futures Programme e.g. Llandovery. This was agreed to be a good idea and **LP** proposed a separate sub-group of herself and **MW** to take this forward. This was seconded by **JC**. **Action LP & MW to set up links with other groups in the Rural Futures Programme.**

LP reported that she had had a verbal correspondence with a member of the community who was concerned that we may be in danger of losing valuable archives on the history of the village. She would like to see some sort of pictorial history of Grosmont and suggested that her son (currently studying History at University) would be able to help. The committee agreed that this would be a really interesting project once the Hub was up and running , as well as being a good way of connecting the different age groups in the village.

Agenda

1. Finances (OH)

The current balance is £177.84, all outstanding invoices have been paid.

2. Highlight Report 23 (PC).



Highlight Report 23 -
copy.docx



Revised prices from
AVD - May 2024.pdf



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20VISUAL%20DIRECT

Overall, the project status is green. There were no questions on the content of the report. It was noted that the deadline for the application to the Community Green Energy Fund (CGEF) for the Audio-Visual equipment is 21st July 2024.

LP stated that **AM** was happy to re-write the application. However, a revised quote has been received from the preferred supplier, Audio Visual Direct, which appears to be greater than 10% of the previous sum quoted in April 2022. It is not clear whether a further two quotes will be required or if this will be acceptable. The quote also offers a number of alternatives/additions and again it is not clear which options would be most appropriate.

Action: AM to submit application to the CGEF by 21st July 2024

GCHMG to determine specification for the A-V equipment

3. Feedback GCHMG meeting 16/06/24.



GCHMG%20Meeting
%20Minutes%2012-0

MW provided feedback the major points discussed at the meeting:

- The Joint Project Structure document needs to be approved by GCC & GF – see agenda item 10.
- The start date for the build is expected to be late autumn, the GCHMG have asked **PC** to arrange a meeting between the Architect and the Builder approximately 8 weeks before the start date to confirm a start date and costings so that any shortfall in funding can be established.
- The Project Solicitor has not yet been formally appointed.

4. Feedback from GCC Meeting 11/06/2024 (WMC)

WMC reported that GCC were in favour of GF submitting an application to the Community Green Energy Fund specifically for the Audio-Visual equipment.

A Solicitor from Gabbs in Abergavenny has been identified to work with TNLCF on the grant award but has not yet been formally engaged.

WMC informed the meeting that unfortunately GCC has lost confidence in the Clerk to the Council, Robert Wade, who is now subject to an investigation by GCC and Audit Wales but remains as the GCC Responsible Financial Officer in the interim.

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

MW explained that there was nothing further to report, everything hinges on the meeting between the Architect and the Builder.

6. Feedback from the Rural Futures Event at the Senedd on 13th June 2024



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0Meeting%2013-06-2

MW reported that this was a very interesting event to mark the end of the Rural Futures Programme. **AM** delivered a presentation on behalf of GF with support from himself and **JW** emphasising the importance of the Place Co-ordinator (in our case Peter Willis) in the process.

The event was also the opportunity for networking with other similar groups and potential funders. See the attached report for more details.

7. Display at Grosmont Village Day on 22nd June 2024

It was agreed that GF would have a display at Grosmont Village Day, but that it would not need to be manned. DN was asked to set this up on the Saturday morning using the display already in the undercroft as this is pretty much up to date.

Action: DN to set up the display on Saturday morning.

8. Potential New GFCIO Trustees (LP)

LP informed the group that Sarah Fulgoni was very supportive of GF and was keen to be a Trustee although she is often out of the country. It was agreed that Sarah would be an excellent addition to the team bringing a range of skills and experience. JC formally proposed that Sarah be a Trustee of GFCIO, this was seconded by DN and approved by those present.

DN reported that Caroline Pearce (Treasurer for Llangattock Lingoed Church) has asked if GF could put up some posters to advertise events happening in Llangattock Lingoed. DN put her in touch with Jude Rogers (as GCC own and manage the website) and further suggested that we contact Caroline to see if she would like to be on our mailing list. This was agreed as it would be good to maintain a link in Llangattock Lingoed.

Action: DN to send Sarah a Trustee information pack and welcome her into the fold.

DN to contact Caroline to see if she would like to be on the GF Mailing List

9. GF CIO Annual Report para 1.18 - Charity Commission guidance documents (JC)

JC reminded the group that as part of the annual report to the Charity Commission we have to confirm that all Trustees are familiar with the Charity Commission Guidance on Public Benefit. Please can all Trustees read this document and confirm this at the next meeting or by email if unable to attend. The document is attached below and can also be found in Dropbox *Dropbox/folder 2 Governance*.



PB1_The_public_benefit_requirement.pdf

Action: All Trustees to read CC Guidance document PB1 by next meeting of GF.

10. Grosmont Community Partnership Project and Reporting Structure (JC)

JC had circulated the latest draft of the document for approval prior to the meeting and this was subsequently approved by those present. But as this is a Joint GCC & GF document it cannot be formally issued until approved by GCC as well.

Action: JC to formally issue the document once approved by GCC

11. Next Steps

- 1) Application to the Community Green Energy Fund for the Audio-Visual Equipment
- 2) Set up Links with other Groups in the Rural Futures Programme
- 3) Get a start Date and Estimates from The Builder
- 4) Adopt Sara Fulgoni as new GFCIO Trustee

12. AOB

JC informed the meeting that she had been speaking to Mrs Sue Inkin who had reminded her that she is holding a sum of money previously raised towards a children's playground. Mrs

Inkin is concerned that this money would be better held in a bank account but ring-fenced for use for something for the village children. It was agreed that LP would contact Mrs Inkin and that the money would be transferred to the GF Account specifically for use as a project for local children.

Action: LP to contact Mrs Inkin and arrange to transfer the money to the GF Bank Account.

13. Date of next meeting(s)

GCHMG meeting, Thursday 11th July 2024, 7.30pm via SKYPE.

GF meeting, **Tuesday 23rd July 6.00pm**, Grosmont Town Hall (**Note change of date from usual 3rd Tuesday**)

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

Actions Arising to be completed by next GF meeting unless otherwise stated.		
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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. Ongoing - The PID cannot be completed until more details are provided by the Architect & Builder	Peter Clark Jan Chatfield Alex Minford
Agenda Item	Action from GF Meeting 18/06/24	Responsible
Correspondence	Set up links with other groups in the Rural Futures Programme.	Lynne Potter Mark Whitaker
Agenda Item 2, Highlight Report 23	Submit application to the CGEF for A-V equipment by 21 st July 2024	Alex Minford
	Determine specification for the A-V equipment	GCHMG
Agenda Item 7. Village Day	Set up GF display on Saturday Morning	Debs Nevill
Agenda Item 8, Potential new GFCIO Trustees	Send Sarah Fulgoni a Trustee information pack and welcome her into the fold.	Debs Nevill
	Contact Caroline Pearce at Llangattock Lingoed to see if she would like to be on the GF Mailing List	Debs Nevill
Agenda Item 9. CC Guidance document PB1	All Trustees to read CC Guidance document PB1 by next meeting of GF	All Trustees
Agenda Item 10, Project Structure document	Formally issue the document once approved by GCC	Jan Chatfield
AOB	Contact Mrs Inkin and arrange to transfer the money to the GF Bank Account.	Lynne Potter
	Send Out communication to the GF Mailing List	Debs Nevill

There being no further business, the meeting closed at 7.10pm.