

Grosmont Futures – Minutes of Meeting 17th June 2025, 6.00pm, Face to Face,

Church of St Nicholas, Grosmont

Present

Committee Members (*Co-opted):

Lynne Potter (LP) Chair, Mark Whitaker (MW), Jan Chatfield (JCC) minute taker, Jo Whitaker (JW), Deb Nevill (DN), Sara Fulgoni (SF), Oliver Huntsman (OH), Andrew North (AN), and Jo Chatt (Ch).

Members of the Public: None

Apologies: Jane Moggridge (JM), Nick Jones (NJ) and *Peter Clarke (PC).

LP welcomed everyone to the meeting and expressed thanks for the use of the Vestry for the meeting.

Declaration of any Conflicts of Interest None declared.

Minutes of Last Meeting held 20/05/2025: The minutes were accepted as an accurate record.

Action Points:

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, Lynne Potter, and Jan Chatfield. The PID cannot be completed until more details are provided by the Architect & Builder.	Peter Clarke Jan Chatfield Lynne Potter	Ongoing
Agenda Item	Action from GF Meeting 23/07/24	Responsible	Action Update
AOB	Let JC & DN know of any changes needed to the GF page on the village website. Further action: when website sorted put old minutes and agendas into folders with a link, neaten it up. Update: Website ready to go but GCC access to funds still being sorted. Jude Rogers will continue to be involved in overseeing website	Debs Nevill Jo Whitaker	The website is now up and running, but DN & JW has not been able to use it so far. The GCC Clerk has been informed.
Agenda Item	Action from GF Meeting 21/01/2025	Responsible	Action Update
AOB	Repeat Governance Health Check - Ongoing	Jan Chatfield Lynne Potter	Ongoing
Agenda Item	Action from GF Meeting 18/02/2025	Responsible	Action Update
Agenda item 5. Building Project	Confirm electricity requirements in Community Hub	Mark Whitaker Peter Clarke	MW will raise at the meeting on 24/6 with the Architect & Builder ,
Agenda Item	Action from GF Meeting 10/04/2025	Responsible	Action Update
	Check with PC re snagging 10% being withheld for 1 year.	Mark Whitaker	MW will raise at the meeting on 24/6 with the Architect & Builder.
Agenda Item	Action from GF Meeting 20/05/2025	Responsible	Action Update
Matters arising from Minutes of meeting 10/4/25	Write to the member of the public who raised the original concern about bins and give her an update.	Debs Nevill	Completed
Agenda item 2. Feedback from GCC meeting 13/05/25	Confirm representation from GCC on the joint working groups.	Nick Jones	Ongoing
	Confirm whether events list will be reinstated	Nick Jones	Ongoing

Agenda item 3. Highlight Report 33	Review the format of the Highlight report to make it easier to navigate	Peter Clarke	PC has produced a simplified briefing report to complement the Highlight Report, but the feeling was that a single document would be preferable with a bit less duplication. Action: LP to discuss with PC
Agenda Item 4. Feedback from GCHMG 08/05/25	Arrange the final design meeting ASAP.	Mark Whitaker	Completed 29/05/2025  HUB%20DESIGN%20MEETING%2029-05-2
Agenda item 6. Funding	The Funding group to complete funding applications.	Funding Group	See Agenda Item 7
Agenda Item 7. GFCIO Document Reviews	Allocate policies to the teams for review before the end of June 2025	Jan Chatfield	See Agenda Item 8
Agenda Item 8. Archive material	Collect the material from Gilliy and arrange a box session.	Andrew North	Ongoing
Agenda item 9. AOB	Contact Michael Dupree ref a grant from Awards for All.	Jo Whitaker	See Agenda Item 7

Matters Arising not included on the agenda.

At the GCHMG Meeting 12/06/25 it was agreed that the Partnership Agreement was in need of review. Michaela Chaplin the clerk to GCC was tasked with reviewing the document on behalf of GCC and report back to GCC and GF in 2 weeks (26/06/25) with any suggested amendments. GF & GCC would then have a week to respond by 03/07/25.

Correspondence

Aimee Parker from the EGIN Foundation has been in touch asking how we want to proceed. It was agreed that this funding & mentoring would be a big help once the Hub is up and running, but that at present any grant applications should be focused on addressing the shortfall on the build. This application will be reviewed in the Autumn.

Action: JC to contact Egin and confirm that an application would be forthcoming later in the year.

AGENDA

1. Finances (OH)

OH, circulated this report:

The latest bank statement as of 13/06/2025, shows the closing balance as £ 1,847.84. . Please remember that of this balance, £170 is notionally ring fenced for the children's playground, and the £1,500 grant from the Ashley Foundation is specifically for the community arts project.

I have made a payment of £2,000.00 to GCC for the Dish Washer.

2. Feedback from GCC meeting 10/06/2025 (NJ)

Unfortunately Nick was unwell and sent his apologies, so no report was available from GCC this time.

3. Lines of communication between GF & GCC (LP)

Lowri Wynn Morgan, Chair of GCC, has expressed concerns that discussions outside of meetings were not always accurate and that the main route for queries / comments between GCC and GF should be via the GCHMG meetings.

LP reminded the meeting that GF have an "open door policy" and that it was important that any discussions should be open and transparent with any decisions being made available to the community.

4. Highlight Report 34 (PC)



Highlight Report 34 -
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Briefing Report 34 -
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PC was not present at the meeting.

Overall, the project status is green.

LP expressed thanks to **PC** for producing the briefing document to accompany the Highlight report, but the consensus was that it would be better to have a single document with less duplication. There were also some errors identified in the Highlight Report.

Action: LP to discuss format of Highlight report with PC and to review any errors.

5. Feedback from GCHMG meeting 12/06/2025 (MW)



GCHMG Meeting
Minutes 12-06-25 drz

MW Reported that:

- The feedback report to TNLCF on the Capital Development Grant has been submitted, and all the money has been spent.
- Michaela Chaplin has signed the 52-week contract with the Builder Wayne Hill, to include a monthly update meeting and certification, with the first update meeting being planned for 24/06/25.
- The insurance for the Town Hall during the Building Works has been confirmed.
The final design meeting concluded that no changes could be made to the plans without compromising the project. This was openly discussed and the meeting attended by Michaela Chaplin representing GCC – see feedback report under actions above.

6. Building Project (MW).

MW reported:

The compound is in place and the work has now started. The roof tiles have been removed, and work has started on the inside.

OH, asked whether the contract with the builder included the retention of 10% on each invoice for snagging.

MW will ask the Clerk by email confirm this at the next monthly meeting.

OH, will now join MW on the Building Sub-Group.

Action: MW to email Michaela Chaplin to ask whether the contract with the builder included the retention of 10% on each invoice for snagging.

7. Funding

The Funding Group have identified the following potential funders to address the shortfall in the building budget, but it is very difficult to attract funders for items like plasterboard and building materials. There are also constraints as the actual costs/quotes are not readily available, which makes completing applications difficult.

Potential Funders for the Building work:

- Community Green Energy Fund, deadline for applications 15/07/25, maximum award £15K.
- Awards for All, no deadline, 12 weeks to a decision, maximum award £20K
- Pilgrims Trust, initial expression of interest completed asking for £17K, awaiting outcome
- Shared Prosperity Fund (SPF), initial expression of interest submitted, waiting to hear if we are invited to apply.
- Dwr Cymru community fund
- Joseph Frazer Strong , Maximum Award £2k

Potential Funders for the Arts Project

- Hugo Burge Foundation, application submitted , but over 800 applicants, decision by middle of July
- Heritage Lottery Fund

8. GF CIO Document reviews

Document reviews are underway, well done to all those who have completed their reviews, please can the remainder be completed by the September GF meeting.

9. Trustee Network.

WCVA are in the process of developing a trustees' network and GF have been invited to join. **AN** proposed that it would be useful for us to join this network, **LP** formally seconded this and all present agreed.

Action: AN to contact WCVA and this forward on behalf of GF

10. BeCommunity Training Courses

There are a number of interesting courses coming up on the BeCommunity site. GF are members so these courses are open to anyone who may be interested. Enrolment is online and **DN** offered to circulate the info to the mailing list.

Action: DN to circulate information about the BeCommunity courses to the mailing list.

11. AOB

DN has received an email from Halls Together, the website/booking platform is ready to go live, and they want some guinea pigs to try it out. GF are not in a position to take this on at present and there are issues with the GCC website. So, it was suggested that **DN** forward this on to Jude Rogers who is the link for the GCC website.

Action: DN to forward the email on to Jude Rogers

JC has had an informal complaint from a member of the community who was concerned about the waste of money given that the Scaffolding had been in place for some time with no evidence of any work being done. It was agreed to issue an update to the mailing list explaining that the scaffolding had to be in place in order to fix the netting in place to deter the birds from nesting and to indicate that the work has started. This will also be a good opportunity to let the community know about the shortfall in funding.

Action: DN to issue an update to the mailing list

10. Next Steps

- Continue Funding applications (Funding Group)
- Reply to The Egin Foundation (JC)
- Review the Partnership Agreement (MC)
- Confirm GCC representation on joint working groups (NJ)
- Streamline Highlight report (PC)
- Confirm Electricity requirements & 10% retention for snagging (MW)
- Continue Policy Reviews
- Update Community with progress (DN)
- Investigate Trustee Network (AN)

Date of Next Meeting(s)

GCHMG meeting, Thursday 10th July 2025, 7.30pm by GoogleMeet

Funding Group Meeting. Monday 23rd June 7.00, Town Farm Barn

Building Group Meeting with Architect and Builder, Tuesday 24th July, 10.00 am, Grosmont Town Hall

GF meeting, Tuesday 29th July 2025, 2025, 6.00pm in the Church of St Nicholas.

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Agenda Item 8. PID Templates	Draft Documents more work needed. Working group set up to take this forward, Peter Clarke, and Jan Chatfield. Ongoing - The PID cannot be completed until more details are provided by the Architect & Builder Lynne Potter added to the Group in place of Alex Minford	Peter Clark Jan Chatfield Lynne Potter
Agenda Item	Action from GF Meeting 23/07/24	Responsible
AOB	Let JC & DN know of changes needed to the GF page on the website. Further action: when website sorted put old minutes and agendas into folders with a link, neaten it up. Update: Not clear when the new website will be up and running due to the problems with the GCC Clerk. Update: The website is now up and running, but DN & JW has not been able to use it so far. The GCC Clerk has been informed.	Debs Nevill and Jo Whitaker

Agenda Item	Action from GF Meeting 21/01/2025	Responsible
AOB	Repeat Governance Health Check - Ongoing	Jan Chatfield Lynne Potter
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Agenda Item 8. Archive material	Collect the material from Gilliy and arrange a box session.	Andrew North
Agenda Item	Action from GF Meeting 17/06/2025	Responsible
Correspondence from the Egin Foundation	Contact Egin and confirm that an application would be forthcoming later in the year.	Jan Chatfield
Agenda item 4 Highlight report 34	Discuss format of Highlight report with PC and to review any errors.	Lynne Potter
Agenda Item 6. Building Project	Email Michaela Chaplin to ask whether the contract with the builder included the retention of 10% on each invoice for snagging.	Mark Whitaker
Agenda item 9. Trustee Network	Contact WCVA and take this forward on behalf of GF	Andrew North
Agenda Item 10, BeCommunity Training courses	Circulate information about the BeCommunity courses to the mailing list	Debs Nevill
Agenda Item 11 AOB Halls Together Guinea Pigs	Forward the email on to Jude Rogers	Debs Nevill
Agenda Item 11 AOB Informal complaint	issue an update to the mailing list	Debs Nevill

There being no further Business the Meeting closed at 7.30pm.