

Church Fenton Community Hub Ltd

Function Room, The White Horse, Church Fenton - Tuesday 22nd October 2019 – 7.15 pm

Attendees: Nigel Thirkill (NT) – **Chair**; Lesley Wright (LW); Mandy Thirkill (MT); Mike Wright (MW); Sue Babington (SB) – **Secretary**

1 **APOLOGIES FOR ABSENCE**

Received from Helen McHugh (Treasurer) and Ross Higham (PC appointed member).

2 **MINUTES OF PREVIOUS MEETING**

Minutes of meeting held on 11th June approved. Secretary to add to website.

Action for: SB

3 **MATTERS ARISING**

Item 5 – **Expenses Policy and Code of Conduct** – documents now approved. LW to collate signatures from MC. Both documents to be then published on website.

Action for: LW/SB

Item 9 – **Community Projects** – it is understood that CFPC is arranging for bench at Busk Lane to be replaced. Update required from RH.

Action for: RH

Item 11 – **Local Business Support** – any offers of local support to be followed up once new MC elected and new ideas for projects are agreed.

Item 12 – **Any Other Business – Plunkett Foundation** – LW and MW to prepare a case study document that can be filed centrally in order to be used for anyone who is receiving enquiries regarding the community purchase of The White Horse.

Action for: LW/MW

4 **FINANCES**

Current balance in bank - is £25,008, with invoices totalling £240 to be paid.

Year end accounts now received back from Accountants, were which discussed at length, and then duly signed by the Chair and Secretary.

5 **ANNUAL MEMBERS' MEETING**

Date and venue to be confirmed, but must be before 30th December. Venue must be big enough to accommodate numbers. In accordance with the Model Rules, the current Management Committee must retire, but are eligible for re-election. The Secretary to send out a nomination form to all shareholders, giving the opportunity to be elected to the new Management Committee. LW to circulate Membership Strategy in order to check it is being maintained. MW to make enquiries regarding voting by proxy.

Action for: SB/LW/MW

6 **ANY OTHER BUSINESS**

A reminder that all e mails and correspondence must be directed through the central point of contact in order that the whole of the Management Committee is aware of all communications.

An invitation to attend the Remembrance Service, which will be held at St. Mary's Church on Sunday 10th November. LW and NT showed an interest. The Secretary to forward the details.

Action for: SB

An invitation to attend Tadcaster & Villages CEF interactive workshop on Monday 18th November. The Secretary to circulate around MC and respond.

Action for: SB

Next meeting to be arranged shortly after all election nominations have been received to discuss next steps for Annual Members Meeting.

Meeting closed at 9.13 pm