

North Stoneham Community Group

Trustee Meeting - 06/06/23

Location:

YMCA Eastleigh

Present:

Sammy Jordan **SJ** (Chair)

Gaz Richardson **GR**

Tracey Jones **TJ**

Clive Dlima **CD**

Kat Short **KS**

Matthew Nowell **MN**

Sian Woody-Aubrey **SWA**

Apologies:

Adie Smith **AS**

Agnes Rock **AR**

Kathy Grubb **KG**

Lois Ainger **LA**

The meeting opened at **12:35pm**.

Item 1 - Welcome

Everyone was welcomed to the meeting by **SJ**. **SJ** did also mention that she wanted to know if the first Tuesday of the month at 12:30pm still worked as a meeting time. **Action Point (AP1) - SJ to run a poll to decide meeting times going forward**

Item 2 - Apologies

Apologies were received in advance from **AS, AR, KG & LA**.

Item 3 - Minutes from the last meeting

Everyone agreed the minutes of the previous meeting were an accurate representation of the meeting.

Item 4 - Actions from previous meetings

Actions from meeting on 01/11/22:

AP3 - **TJ** to investigate an O365 and Antivirus licence and report back.

This action remains open and will not be progressed until we are a charity.

Actions from meeting on 07/03/23

AP2 - **CD** to provide a timeline for the Summer Newsletter, due for delivery towards the end of July.

This item was closed.

AP4 - **AR** to research defibrillators.
This action remains open.

Actions from meeting on 02/05/23

AP1 - **GR** to set up the Christmas Working Group by email.
This item was closed.

AP2 - **SJ** to provide a charity application update at the next meeting.
This item was closed.

AP3 - **CD** to provide a newsletter publication schedule at the next meeting.
This item was closed.

Item 5 - Co-opt new Trustee

SWA was introduced to the committee by **SJ**. Trustees unanimously accepted **SWA** as a new NSCG Trustee.

Item 6 - Finance

As **AR** was unable to attend, no update was provided. **GR** did mention that the ELAC grant had still not been paid by Eastleigh Borough Council, however he was chasing it.

Item 7 - Sustainable Stoneham Update

TJ provided a brief update. Both **TJ** and **SJ** agreed to go away and discuss a way forward for Sustainable Stoneham, exploring the need to structure the way the initiative runs.

Item 8 - Newsletter

A timeline was agreed.

Item 9 - Charity application

SJ explained that the application had been submitted and she would update further when there was news.

Item 10 - Website

GR provided a brief update.

Item 11 - Policies

The Volunteer handbook created by **LA** was agreed by all those present. **GR** reminded Trustees that some still needed to confirm with him that they had read and understood all the current NSCG policies.

Item 12 - Storage

SJ discussed a potential storage opportunity. It was agreed that **SJ** would go away and find out more information, including checking of the NSCG insurance policy and then report back.

Item 13 - Sunflower growing competition

SJ presented an idea for a sunflower growing competition. All those present thought it was an excellent idea. **SJ** agreed to get it up and running.

Item 14 - Chatty Cafe

SJ mentioned the initiative being run by the YMCA and wondered if there was a way the NSCG could contribute towards it. She agreed to go away and look into it, reporting back. **Action Point (AP) 2 - SJ to look into Chatty Cafe and report back.**

Item 15 - Summer Trails

It was decided that the Summer Trails from last year would be used again. **GR** agreed to go away and get them ready. **Action Point (AP) 3 - GR to get Summer Trails up and running.**

Item 16 - Priorities for next year

Along with the main priorities, it was agreed that Trustees would have a think about what we could do for single people living on NSP.

Item 17- Inventory

As NSCG now has a lot of equipment, **GR** suggested it would be a good idea to have a full inventory of our equipment. **Action Point (AP) 4 - GR to create an inventory of NSCG equipment.**

There was no further business and the meeting closed at **1:44pm.**

Next Trustee meeting - **12:30pm Tuesday 4th July 2023**

Action Points from this meeting

AP1 - **SJ** to run a poll to decide meeting times going forward

AP2 - **SJ** to look into Chatty Cafe and report back.

AP3 - **GR** to get Summer Trails up and running.

AP4 - **GR** to create an inventory of NSCG equipment.