

North Stoneham Community Group

Trustee Meeting - 04/07/23

Location:

YMCA Eastleigh

Present:

Sammy Jordan **SJ** (Chair)

Gaz Richardson **GR**

Tracey Jones **TJ**

Clive Dlima **CD**

Kat Short **KS**

Sian Aubrey **SA**

Lois Ainger **LA**

Kathy Grubb **KG**

Apologies:

Adie Smith **AS**

Agnes Rock **AR**

Matthew Nowell **MN**

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

Item 1 - Welcome

Everyone was welcomed to the meeting by **SJ**.

Item 2 - Apologies

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

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

AP4 - **AR** to research defibrillators.

This action remains open. **SJ** provided an update on behalf of **AR**. It was agreed that a proposal needed to be put together and **SJ** would coordinate with **AR** to arrange.

Actions from meeting on 06/06/23

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

This action was closed.

AP2 - **SJ** to look into Chatty Cafe and report back.
This item was discussed later in the meeting and so was closed.

AP3 - **GR** to get Summer Trails up and running.
This item was not completed and so remains open.

AP4 - **GR** to create an inventory of NSCG equipment.
This item was not completed and so remains open.

Item 5 - Finance, including Easyfundraising proposal

SJ/GR provided an update on behalf of **AR**. **GR** advised that all outstanding grants had been paid out and were in the NSCG bank account. **SJ** advised that Easyfundraising had been set up. In essence, people shop online via their website and the NSCG receives money as a result. All in attendance were happy to proceed with this.

Item 6 - Sustainable Stoneham Update

TJ provided a brief update. A grant application had been submitted to Asda to cover the costs of a freezer. Advertisement of the jumble sale and uniform exchange was continuing. Booking for the cooking workshop with Asda was live. **TJ** was continuing to work on the structure of SS, under the main umbrella of NSCG with leads for each initiative.

Item 7 - Newsletter

CD provided an update on the newsletter. It was agreed that distribution would begin the following week and **GR** would contact everyone by email to arrange delivery. Everyone thanked **CD** for his hard work.

Item 8 - Charity application

SJ said she'd heard no news and would continue to chase.

Item 9 - Website

GR provided a brief update and agreed to add a section about Easyfundraising.

Item 10 - Christmas

SJ provided an update on the planning of the Christmas event. She proposed changing the date of the carol event to Sunday 17th December, 4pm-5:30pm. This was agreed by all those present.

Item 11 - Paul Holmes visit feedback

TJ explained that the visit by Paul Holmes to the Community Fridge went very well. He has agreed to make a donation to the raffle for the Christmas event.

Item 12 - Chatty Cafe

SJ said that it had been previously agreed that the NSCG would explore adding value to this without it requiring too much work. She confirmed that funding had been secured via Bargate in order to offer vouchers to people for free drinks whilst using the Chatty Cafe/ Warm Spaces service.

Item 13 - Sunflower growing competition

SJ mentioned this was ongoing and that take-up from the community had been good.

Item 14 - Summer Trails

KS explained that she had added the NSCG Summer Trails to the Nature Discovery week being run by her. She will be available at the YMCA on the day to explain to people how the trail works. There will also be bird feeder and bug hotel making available at the same time. **Action Point (AP) 1 - GR to work with KS to ensure the Summer Trails are up and running.**

Item 15 - Priorities for next year

The priorities for 2024 were briefly discussed.

Item 16 - ASDA fundraising proposal

TJ explained that ASDA would allow the NSCG to set up a manned table in store, in order to raise money. It was agreed to look at this around October time and that it would be discussed by email. **Action Point (AP) 2 - TJ to arrange ASDA fundraising sessions by email.**

Item 17 - First Aid proposal

KG and **TJ** explained that they were now first aid trained. They presented a proposal to purchase some first aid kits. This was agreed by all present. **Action Point (AP) 3 - GR to purchase first aid kits.**

Item 18 - Meeting Dates

It was agreed that meetings would change to the 2nd Tuesday of the month (from September) from 1pm-2pm. This would be reviewed in December for January.

Item 19 - Communication

New internal communication methods were agreed.

Item 20 - AOB

Wording for a winding-up clause was agreed which would be added to the constitution.

Action Point (AP) 4 - GR to add the winding-up clause to the constitution.

The issue of lack of storage was discussed. **TJ** agreed to arrange a separate meeting to discuss ideas. **Action Point (AP) 5 - TJ to arrange a meeting to discuss storage.**

There was no further business and the meeting closed at **1:49pm**.

Next Trustee meeting - **12:30pm, Tuesday 12th September 2023**

Action Points from this meeting

AP1 - **GR** to work with **KS** to ensure the Summer Trails are up and running.

AP2 - **TJ** to arrange ASDA fundraising sessions by email.

AP3 - **GR** to purchase first aid kits.

AP4 - **GR** to add winding-up clause to the constitution.

AP5 - **TJ** to arrange a meeting to discuss storage.