

North Stoneham Community Group

Trustee Meeting - 10/09/24

Location:

YMCA Eastleigh

Present:

Sammy Jordan **SJ (Chair)**

Kathy Grubb **KG**

Tracey Jones **TJ**

Paula Butcher **PB**

Matthew Nowell **MN**

Clive Dlima **CD**

Sian Aubrey **SA**

Kirsty Balicao **KB**

Alex Barrett **AB**

Apologies:

Gaz Richardson **GR**

Agnes Rock **AR**

Lois Ainger **LA**

The meeting opened at **13:00**.

Item 1 - Welcome & Apologies

Attendees were welcomed by **SJ**. Apologies were received in advance from **GR, AR & LA**.

Item 2 - Minutes from the last meeting

The minutes of the previous meeting in July were agreed as accurate.

Item 3 - 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.

Actions from meeting on 09/04/24

AP1 - **SJ** to contact Highwood to discuss the potential of renting a unit under Housing 21 and report back at the next meeting.

This action remains open.

Actions from meeting on 14/05/24

AP2 - **SA** to give **GR** details of the sunflower competition so he can boost on social media.

This action was closed.

Actions from meeting on 16/07/24

AP1 - **GR** to send **KB** the NSCG policies and procedures and ensure that 'onboarding' is arranged.

This action was closed.

AP2 - **GR** to talk to **SJ** about the timing of the next newsletter.

This action was closed.

AP3 - **GR** to send **KG** details of the new fridge volunteers and ensure that any future volunteers are also sent to her.

This action was closed.

AP4 - **GR** to collect the pop-up banner from **CD**.

This action was closed.

AP5 - **GR/SJ** to arrange membership of Community First.

This action was closed.

Item 4 - Charity Update

SJ explained that another Charity application had been submitted and it was expected that a decision would be made by the end September.

Item 5 - Grants

SJ advised that a number of grant applications had been made, but no decisions have been communicated to us yet. She also reminded Trustees that many of the grants are for specific events/projects and do not sustain NSCG over consecutive years. A 2 year grant bid could be put into National Lottery, but would need more data and feedback to do so.

Item 6 - Community Garden

SA advised that the next meeting of the Community Gardening Group will be 26th October. The Home Ed group and Scouts will also be spending some time over the Autumn at the garden. **SA** said she would be working with Kat Short to build momentum with the garden over the coming months.

Item 7 - Sustainable Stoneham

TJ provided an update. There has been an increase in volunteer numbers for the fridge, with most collections now covered by volunteers. The fridge is back up to 5 collections from supermarkets per week. A volunteer has taken over dropping off the Basics Bank collection every Monday. We now have funds to put our own booking system onto the website for the cooking sessions and other NSCG events.

Item 8 - Finance, including amount of unrestricted funds available

SJ explained that **AR** will be sending a finance update once she is back from holiday, including a detailed breakdown of the unrestricted funds that are available to be spent.

Item 9 - Summer Festival

AB circulated a review of the festival prior to the meeting. Trustees discussed issues around the ANPR system for the car park for stall holders. **AP1 - SJ to speak to the YMCA to see if it's possible to turn off the ANPR system during events.**

Item 10 - Volunteers

KG reminded Trustees that when they ask for volunteers for events, we need to allocate

jobs to volunteers beforehand so that they're not stood around doing nothing. **AP2 - KG & PB to reconvene a Volunteers Working Group meeting. AP3 - Trustees are reminded that when new volunteers are found, they should inform KG so that their details are added to the database and they are covered by insurance.**

Item 11 - Halloween

SJ advised that the Supper Trail is planned again for this year, with St Nic's leading on it. There is £300 available towards the event.

Item 12 - Remembrance

SJ advised that the Remembrance event is also planned again for this year, with St Nic's leading on it. £300 is available towards free refreshments at the YMCA. **AP4 - SJ to purchase plastic reusable poppies for the road signs from Royal British Legion.**

Item 13 - Autumn Newsletter

CD confirmed that the deadline for the Autumn newsletter was 20th September, with delivery planned for the week of 14th October.

Item 14 - AOB

AR has arranged the monthly social at The Cricketers for 28th September.

SJ reminded Trustees that in March and May she had communicated that she would be stepping down as Chair in the new year, roles would be up for review and that Trustees should talk to her if they are interested in any.

Thus far the following people are willing to stand

Chair - Gaz

Deputy - Sammy to support transition at least

Secretary - Alex

Deputy - Tracey

Treasurer - Agnes - we need to retain Agnes in this role as her address is on the bank and with the Charity Commission, but we can look to add support

There was no further business and the meeting closed at 1359.

Next Trustee meeting - **18:00, Tuesday 8th October 2024, Online via Zoom.**

Action Points from this meeting

AP1 - **SJ** to speak to the YMCA to see if it's possible to turn off the ANPR system during events.

AP2 - **KG & PB** to reconvene a Volunteers Working Group meeting.

AP3 - Trustees are reminded that when new volunteers are found, they should inform **KG** so that their details are added to the database and they are covered by insurance.

AP4 - **SJ** to purchase plastic reusable poppies for the road signs from Royal British Legion.