

North Stoneham Community Group

Trustee Meeting - 10/12/24

Location:

Online via Zoom

Present:

Sammy Jordan **SJ (Chair)**

Gaz Richardson **GR**

Paula Butcher **PB**

Kirsty Balicao **KB**

Alex Barrett **AB**

Sian Aubrey **SA**

Kathy Grubb **KG**

Lois Rock **LR**

Apologies:

Tracey Jones **TJ**

Agnes Rock **AR**

Clive Dlima **CD**

Matthew Nowell **MN**

The meeting opened at **18:00**

Item 1 - Welcome & Apologies

Attendees were welcomed by **SJ**. Apologies were received in advance from **TJ, AR, CD & MN**.

Item 2 - Minutes from the last meeting

The minutes of the previous meeting in November 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 08/10/24

AP1 - **AR** and **AB** to look into software to help manage finances digitally from Jan 25.

Trustees have authorised a spend of up to £25 per month for this service.

This action remains open.

AP2 - **SJ** to investigate YMCA discount for volunteers.

This action was closed. Trustees get a 30% discount and Volunteers get 15%.

Actions from meeting on 12/11/24

AP1 - **SJ** to chase Charity Commission for an update on application.

This action was completed and closed.

AP2 - **TJ/SA** to meet in the new year to discuss what the garden can contribute to cooking sessions.

This action remains open.

AP3 - **GR** to arrange setup of Grants and Fundraising Working Group.

This item was completed and closed.

AP4 - Initial meeting to review Halloween Supper Trail and plan for Oct 25, to convene in July 2025.

This action remains open.

AP5 - **AB** to put together social media posts for opting out of newsletter mail. **CD** to include in March 2025 newsletter.

This action remains open.

AP6 - **TJ** to set up storage working group with **GR/KB** and liaise with **AR**, to look into viability of paying for storage. They will report back by Feb 2025.

This action remains open.

AP7 - **GR** to set up new WhatsApp community channel

This action was completed and closed.

AP8 - **LR** to update date on policies and send to **GR/AB** to send to all Trustees. **AB** to update policies on the website.

This action was completed and closed.

Item 4 - Sustainable Stoneham Community Fridge

GR provided a brief update. Volunteers are doing a lot of the collections now, with Trustees not having to do many. Collections were being planned for Christmas.

Item 5 - Sustainable Stoneham Cooking Sessions

GR provided an update. 5 families took part in the latest session, which went very well. There are further sessions planned for 19th Jan, 16th Feb and 23rd March, all funded through an EBC grant.

Item 6 - Sustainable Stoneham Community Garden

SA provided an update. New volunteers have signed up since the last meeting. Trustees were also informed that the Garden was awarded a grant of £2500 from the Spitfire Wellbeing Fund to pay for equipment and resources for the next year.

Item 7 - Online accounting

This item was covered under open actions.

Item 8 - Grants

GR gave an update. We were awarded a £1000 grant from NATS, which paid for 3 gazebos, 2 a-frame boards and 3 display boards. There are no further grants pending. The new Working Group will be meeting in the new year to discuss grants for 2025.

Item 9 - Volunteer Working Group

KG provided an update. There are 37 volunteers signed up to work with NSCG with 2 more pending, putting us in a healthy position. Volunteers at Christmas really enjoyed it. The next Trustee and Volunteer social evening is planned for Saturday 11th January.

Item 10 - Chair handover

SJ mentioned that this was her last meeting as Chair, as she hands over to **GR**. **SJ** will continue as Vice-Chair, supporting **GR** through the transition. **GR** passed on a huge thanks to **SJ** on behalf of all Trustees. He also mentioned that **SJ** will continue to do some of the 'relational' stuff with people in the background. **GR** asked people to bear with him during the transition.

Item 11 - Christmas

SJ gave a brief update. All Trustees agreed that the event was our best one yet. The event made just over £1000. **AP1 - TJ to send Christmas Wash-up notes to all Trustees.**

Item 12 - Meeting times for 2025

Trustees agreed that meetings in 2025 would continue to alternate between a 1pm and 6pm meeting on the 2nd Tuesday of the month. Both meetings would be hybrid - there will be an in-person and online option available to all. 1pm meetings would be at the YMCA, with 6pm meetings in **GR's** pub.

Item 13 - Team Talk

SJ thanked everyone for filling in their team talk. After a quiz, **SJ** went through the common themes and observations that people had talked about. She also listed some themes that Trustees may wish to consider. Trustees agreed with these observations. Trustees agreed to rank order their priorities from the team talk feedback so that they can be discussed during future meetings.

AP2 - GR to send around the common themes and observations and themes we need to consider from the team talk submissions.

AP3 - Trustees to rank order their priorities from the team talk feedback and send back to GR, for discussion at the January meeting. Each priority will then be looked at during future meetings.

Item 14 - AOB

AP4 - Wellbeing Cafe to be added to the January meeting agenda.

There was no further business and the meeting closed at 1913.

Next Trustee meeting - **13:00, Tuesday 14th January 2025, 21 Highwood Avenue.**

Action Points from this meeting

AP1 - TJ to send Christmas Wash-up notes to all Trustees.

AP2 - GR to send around the common themes and observations and themes we need to consider from the team talk submissions.

AP3 - Trustees to rank order their priorities from the team talk feedback and send back to **GR**, for discussion at the January meeting. Each priority will then be looked at during future meetings.

AP4 - Wellbeing Cafe to be added to the January meeting agenda.