

# North Stoneham Community Group

## Trustee Meeting - 11th March 2025 at 1pm

**Location: YMCA and Via Zoom**

### **Present:**

Gaz Richardson GR (Chair)  
Sammy Jordan SJ  
Tracey Jones TJ  
Kirsty Balicao KB  
Alex Barrett AB  
Sian Aubrey SA  
Kathy Grubb KG  
Paula Butcher PB  
Clive Dlima CD  
Agnes Rock AR

### **Apologies:**

The meeting opened at 13:01

### **Item 1 - Welcome & Apologies**

GR Welcomed all to meeting.

### **Item 2 - Minutes from the last meeting**

All happy with minutes from previous meeting.

### **Item 3 -**

Date	Ref	Owner	Action	Due Date	Updates	Status
01/11/22	AP3	TJ	TJ to investigate an O365 and Antivirus licence and report back.	TBC	Moving to IT Working Group	Closed
09/04/24	AP1	SJ	SJ to contact Highwood to discuss the potential of renting a unit under Housing 21 and report back at the next meeting.	TBC	No Update from Highwood	Open

08/10/24	AP1	AR, AB	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.	Apr-25	To implement by April	Open
12/11/24	AP4	TBC	Initial meeting to review Halloween Supper Trail and plan for Oct 25, to convene in July 2025.	Jul-25		Open
12/11/24	AP5	AB	AB to put together social media posts for opting out of newsletter mail. CD to include in March 2025 newsletter.	Mar-25	Completed	Closed
12/11/24	AP6	TJ	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.	Feb-25		Open
10/12/24	AP3	ALL	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.	Feb-25		Closed
10/12/24	AP4	SJ, SA	Updated: Parent Session proposal for April 2025 trustee meeting	Apr-25	Re-thinking proposal	Closed

14/01/2025	AP1	KB	KB to check with YMCA on dates for jumble and bring plan to next meeting.	Feb-25	KB Shared dates	Closed
14/01/2025	AP2	AB, PB	AB to work with PB to update notice boards with photos from social and include in newsletter.	Feb-25	Notice Board Updated by PB	Closed
14/01/2025	AP3	GR	GR to check availability at YMCA for AGM and will email out dates.	Feb-25	AGM Set	Closed
14/01/2025	AP4	GR	GR to send around newsletter content plan.	Feb-25	Plan shared	Closed
14/01/2025	AP5	GR	GR to email out date availability for first team talk meeting	Feb-25	Meeting completed	Closed
14/01/2025	AP6	TJ	TJ raised a interest from the fridge working group to run cooking sessions for young persons. TJ to investigate the proposal further to get more detail on location of young persons e.g. are the from NSP. Group approved further investigation of subject and Fridge working group to bring back to Trustees.	Apr-25	Moved to April	Open

11/02/20 25	AP1	KB	KB to contact lowest quote for clarification on costs without insurance, and added value from Newsletter inclusion etc.	Mar-2 5	Quotes in. Decision pending school. New AP	Closed
11/02/20 25	AP2	AB, GR, CD	AB/GR/CD to propose a newsletter pricing structure for next meeting for approval	Apr-25	Moved to April	Open

#### **Item 4 - Working Group Updates**

##### **A. Sustainable Stoneham**

*Thank you to Tracey for sharing update.*

Really positive on fridge front, with 50% increase in donations.

##### **B. Stoneham Garden**

*Thank you to Sian for sharing update.*

Good to see things up and running, Sammy and Sian putting together a shopping list together for year ahead, Approval from trustees for spending of allocated budget.

##### **C. Jumble**

*Thank you to Kirsty for sharing update.*

Feedback regarding lack of bric a brac, which will be reviewed after first 2025 jumble and when storage situation is decided.

All set for Jumble on 22nd March

##### **D. Storage**

*Thank you to Kirsty and working group for sharing update.*

Quotes on hold, whilst discussions with School happen regarding storage, to be reviewed at April Trustee meeting.

##### **AP1. SJ to join storage WG as school liaison, Update and decision in Trustee meeting.**

##### **E. Volunteering**

All looking positive.

##### **AP2. GR to bring forms and process for onboarding new trustees / associates**

##### **F. IT**

*Thank you to Alex and working group for sharing update.*

Alex talked through the options. Trustees agreed Office 365 online version best option

##### **AP2. AB and IT working group to finalise 365 pricing for approval in April**

### **Item 5 - Accounts**

AR prepared an update on accounts.

Lloyds banking will be implementing a charge from 13th May 2025. £4.25 per month providing under 100 payments/transactions per month

Chatty Cafe budget has been spent and being stopped from NSCG. Friends of YMCA working group looking at a pay it forward solution.

Digital accounting, AB and AR reviewing solutions

**AP3 AR AND AB have approval to implement digital accounting by April 2025 within the budget.**

### **Item 6 - Risk Assessments**

SJ shared updated Risk Assessment. Trustees agreed revised RA.

### **Item 7 - Newsletter**

All proceeding well for next newsletter

CD has updated look and feel.

Two paid adverts.

**AP4 - CD to put together proposal for digital opt in plan**

### **Item 8 - AGM**

AGM on Monday 17th March

Trustee approval of £50 for refreshments.

### **Item 9 - Litter pick**

Litter pick on 29th March as part of Eastleigh wide competition.

**AP5 - GR to send around update on Litter pick**

**AP6 - GR to meet Ben to discuss litter picking**

### **Item 10 - Policy Review**

**AP7 - GR to review NSCG Policies and share them for review and approval**

### **Item 11 - NSCG Purpose review**

Agreed to set up a standalone meeting to review

**AP8 - GR to send around dates for meeting**

### **Item 12 -AOB**

SJ raised ongoing issue with vivid and DWP which is impacting upto homes on NSP. SJ approached to help with situation. SJ approaching Paul Bicknell to coordinate a group approach and will keep NSCG trustees updated on situation as and when it develops

No further business.

Meeting closed at 13:58

Next meeting on April 8th 2025, at 6pm via Zoom (Hybrid location TBC)

**Action Points from this meeting**

**AP1. SJ to join storage WG as school liaison, Update and decision in Trustee meeting**

**AP2. AB and IT working group to finalise 365 pricing for approval in April.**

**AP3 AR AND AB have approval to implement digital accounting by April 2025 within the budget.**

**AP4 - CD to put together proposal for digital opt in plan**

**AP5 - GR to send around update on Litter pick**

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