ORDINARY GENERAL MEETING MINUTES

Date	Time	Venue
26/01/2023	7.00pm	Nanpean School

Trustees Present	Abbrev.	Position	Attendance
Ann Chapman	AC	*Resident* Trustee SD	*Present*
Matt Nicholls	MN	*Resident Trustee SS*	*Present*
Julie Floyd	JF	*Resident Trustee SS*	*Present*
Julie Broad	JBr	*Resident Trustee SS*	*Present*
Keith Truscott	KTr	*Cllr.Trustee SS*	*Present*
Karen Taylor	KT	*Cllr Trustee SD*	*Apologies*
Tanya Edmunds	TE	*Cllr.Trustee SD*	*Present*
Julia Clarke (Chair)	JC	*Cllr.Trustee SD*	*Present*
Jennifer Burnett	JB	*Cllr.Trustee SD*	*Present*
Mike McLenning	MM	*Cllr.Trustee SS*	*Apologies*
Dick Cole	DC	*Cllr.Trustee CC*	*Present*
Quorum requirements	**7**		

Others Present	Abbrev.	Representing	Attendance
Sharon Davey	SD	Administrator	*Present*
Paul Wadley (and Frank)	PW	Nanpean Community Group	*Present*

1.	**Welcome** JC welcomed everyone to the meeting.	
2.	**Question and Answers with representatives from Nanpean Community Group** <u>Is the land owned by Wain Homes</u>? PW – no, estate built 15 years ago. Wain Homes created a company Grenville Meadows Management Committee which is registered with Companies House – Directors who run estate (ie Residents Association). Grenville Residents own land where the project is being planned. 85 units with access to the play area. The project is to purchase plants, seeds, compost to enhance and improve the area. Four members on the Nanpean Community Group. <u>Who is responsible for the maintenance</u>? PW – Wain Homes employs an agency who manage. They are paid via service charge. <u>Why is Nanpean Community Group not Grenville Meadows Company applying to the Community Trust</u>? PW – the Community Group envisages looking at projects across Nanpean in the future. It was agreed that a letter will be required from Grenville Meadows Management Committee giving the Nanpean Community Group permission to plant and use the land	**SD**

	to undertake the project. Furthermore, a copy of their constitution illustrating the four committee members should be forwarded to the Administrator. A query over the costs was raised, it was agreed to request a revised list.	**SD**
4.	**Approve revised constitution and resolution** TE proposed JC seconded, that the revised resolution be accepted and adopted. All present agreed. AC proposed JC seconded, that the revised constitution be accepted and adopted. All present agreed. The Chair and Vice-Chair would sign the two documents.	**JC/KTr**
5.	**Minutes of previous meeting: 27th October 2022** The minutes were accepted as a true record. All present agreed.	
6.	**Matters Arising** • **Mobile Phone Contract.** SD reported that the mobile phone contract had been fixed.	
7.	**Finance/Treasurer's Report** a) **Update.** JB advised that in 2022 • Income £133,967.27 • Grants Awarded £212,146.47 • Expenses £3,105.00 Currently balance is £456,004.64 however four cheques totalling £52,145.76 have not been banked, so the Trust has £403,858.88 to allocate. It was agreed to chase the Carnival about their outstanding grant. **b) Online banking.** SD advised that a new HSBC form had been received early in 2023. Due to the issues with HSBC and that they don't offer a debit card with their account, it was agreed to look at alternative banks to open an online account eg Natwest, Barclays and Lloyds. **c) Invoices.** SD read out two invoices requiring approval: all agreed.	**SD** **SD**
8.	**AOB** • Data Protection Policy. The policy had been previously circulated. All present agreed the revised policy; a copy will be placed on the Trust website.	**SD**
10.	**Date of Next Meeting** 23rd March 2023, 7pm at either Treviscoe or Claytawc but wi-fi required.	**SD**
	The meeting closed at 8.03pm..	

Minutes agreed as an accurate record of the meeting

…………………………………………………………………..Chairs Signature

…………………………………………………………………..Chairs Name

………………………………………………………………….. Date