



ORDINARY GENERAL MEETING MINUTES

Date	Time	Venue
23/1/2025	7.15pm	Treviscoe Institute and Community Centre

Trustees Present	Abbrev.	Position	Attendance
Ann Chapman	AC	Resident Trustee SD	Present
Julie Floyd	JF	Resident Trustee SS	Present
Keith Truscott	KT	Cllr. Trustee SS	Present
James Kent	JK	Cllr. Trustee SS	Absent
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 CC	Absent
Dick Cole	DC	Cllr. Trustee CC	Present
Quorum requirements	7		

Others Present	Abbrev.	Representing	Attendance
Sharon Davey	SD	Administrator	Present
Tracey & Adrian Hutton	TH/AH	Potential Trustees	Present
Charlotte Brasier	CB	Into The Woods	Present

1.	Welcome JC welcomed everyone to the meeting. JC, KT and JF recommended AH and TH be accepted as Board Members following an interview. All voted in favour.	
3.	Questions and Answers with Into The Woods Q: Cornish Acorns CIC was the original CIC – what happened. A: Unfortunately, issues submitted accounts so the Board stood down. To The Woods was then established. Q: What assets does To The Woods CIC hold. A: Tools, machinery, outdoor kitchen all stored at Par Moor. Q: The accounts don't balance. A: An accountant did the accounts. Figures need explanation. Companies House kept returning accounts as the statement was not correct. Q: Forest School will be on waste ground. A: Activities will be on grass around football field, also trees around the area will be used in teaching. Q: Will you ship the assets required over from Par Moor. A: St Dennis can hold the small items, the large equipment will be brought over when required. Q: What is the longevity of the project. A: use time to view over the summer. Hope to run holiday clubs in areas such as St Dennis. Q: Do you charge subscriptions. A: No.	

	Q: Holiday clubs usually charge. A: No, but it helps lots of parents who have nowhere for children to go when they are working. Approached Asda to fund the CIC. CIC also run 1:1 sessions which is funded by PEP or schools. Q: Are you currently running anything in St Dennis. A: No, not currently. But plan to run sessions at Par some days, then St Dennis other days and possibly evenings. Q: How will you safeguard children at the Football Club. A: children already congregate at the Club. The Forest Club will be run away from The Pitch; and will also be fenced off from the Football Club. Q: The Community Trust cannot fund wages, could this be funded by another funder. A: The CIC is approaching Children In Need, Awards For All. Q: Why did the old Youth Club close. A: Ill health; and is unlikely to re-open for a while. Q: Is there any rent charges for the Forest School location. A: Nothing Q: Who owns the area of land the Forest School is planning to use. A: possibly Tregothnan Estate. Q: There are no toilets or sanitation in the area where Forest School plans to locate. A: Waterless, composted and sealed toilets would be provided. Into The Woods runs a project with Imagine Outdoors based at Newquay. It worked well in a small area.	
4.	Minutes of previous meeting: 28th November 2024 The minutes were accepted as a true record.	
5.	Matters Arising All actions are complete.	
6.	Finance/Treasurer's Report a) Update. SD advised trustees that: Current Balance is £322,455.47 (£166,834.71 HSBC; £155,620.76 Unity). b) Invoices. SD read out four invoices requiring approval: all agreed. c) Investing Funds. Deferred until March meeting. d) HSBC. TE/JC to check the online banking is working. Following which JB and KT will be added.	SD Agenda TE/JC
7.	AOB Review employment of Administrator. The Administrator has been employed since May 2021, and is now acting as Treasurer too. Trustees following discussion agreed to continue the Administrators employment for a further three years. The Administrator should submit a proposal to increase the hourly rate, but this will include working for 5 hours per week and improving social media coverage for the Community Trust from April. Accountant. The current Accountant has undertaken the audit of the accounts for several years. It was agreed to get a quote from James Bendry.	SD SD
9.	Date of Next Meeting 20 th March 2025 at Treviscoe Institute and Community Centre. Agenda items: Investing Funds & Accountant.	SD
	The meeting closed at 8.05pm..	

Minutes agreed as an accurate record of the meeting.

.....Chairs Signature

.....Chairs Name

..... Date