

New Pavilion Working Group

Minutes Meeting No.5 – 9th September 2019

Present:

Warren Beard (WB) - Parish Councilor

John Bradon (JB) - Community and Village Plan

Neil Huntington (NH) - Community and Development Advisor

Jim Donahue (JD) - PC Chair

Apologies:

Sarah Hanfrey (SH) - Community and Fund Raising

Cormac Neeson (CN) - Cricket Club

1. Sarah Hanfry (Resignation) - In advance of the meeting, Sarah tendered her resignation due to work commitments. Sarah was thanked for the help and support she had given. **Note.**

2. Minutes and Village Web Site – Minutes for meeting No.4 were approved. NH to ask Hilary Jenson to create a page for the NPWG on the WoT Web Site so that documents can be accessed by the community. Information to include minutes, Terms of Reference and reports of interest. **Action NH.**

3. Specification and Budgets – the group approved the specification and agreed the need to raise funds totaling approximately £300,000. NH to assess the full costs. **Action NH.**

4. NPWG – Terms of Reference – Changes are required for clarity and compliance. JB and NH to seek the assistance of the new Clerk once appointed. JD to provide contact details. **Action JD, JB, NH.**

5. Charitable Status – JB provided the group with a paper outlining what is required to achieve charitable status. It was agreed that the new Clerk may be able to assist with the exercise. **Action JB.**

6. Register for Gift Aid – to be progressed alongside charitable status. **Action JB.**

7. Clubmark – CN to provide an update on progress being made. Accreditation is required in order to secure funding from a number of sports groups. **Action CN.**

8. Business Plan / Funding Document – WB tabled an initial draft for discussion. NH to assist with paragraph outlining history. WB to meet with Jean Marc Grosford who is undertaking a similar fund raising exercise on the village hall. JMG has Communities First information. **Action WB, NH, JB, JD.**

9. Fund Raising & List of Target Donors – List of potential donors and strategy to be completed. List to include name, current position and actions required. **Action All.**

10. New Member – a replacement for Sarah Hanfry will be sought. **Action All.**

11. Future Meetings – It was suggested that all future meetings should be held in the evening on the first Wednesday of each month. CN to confirm availability. **Action CN.**

Future Meetings:

To be confirmed

Approved

Date