## Notes of a Milton Abbas Street Fair Trust meeting held at Milton Lake on Wednesday 22<sup>nd</sup> June 2016 at 7:30 p.m.

Present: David French - Chair (DF), Nigel Hodder (NH), Brian Isherwood (BI), Suzy Mercer (SM), Freddy Robinson (FR), John Widdowson (JW), Susan Woodhouse (SW)

		Action
1.	<b>Apologies for Absence</b> Chris Skinner (CS) – away on holiday	
2.	<b>Minutes of meeting held on 18<sup>th</sup> April 2016</b> The minutes were agreed unanimously by those who attended and signed as a true record.	
3.	<b>Matters Arising</b> <u>John Fifield memorial</u> – NH has contacted the Chair of MA Parish Council who are currently pursuing the idea of naming the track from Catherine's Well to Hilton Road "Fifield Way". It was agreed that sufficient time had now passed and that other options should also be considered. NH will contact Tom Ives and Jennifer Harrisson as the representatives of those organisations with which John was most involved – MATCH, Church and PC.	NH
	<u>Operational Framework</u> – NH had contacted Michael McAvoy regarding the "shares" approach and was advised it had been discontinued due to it becoming unworkable. NH has received comments from various trustees and will now develop the document for further discussion at a later date.	
	<u>Org. Comm.</u> – FR reported back that they were happy with the view expressed regarding children's stalls; the "resident's letter should be issued by the trustees and SW offered to draft it – NH can provide a copy of the last one issued by Dave Morley; an initial meeting has been held regarding a new website; online banking request has been made but is not yet in place; Richard Saunders has been added as a signatory to cheques.	NH/SW
	Membership – NH advised that 39 applications had been received to date. He will issue the list of members to remaining Trustees so that others can be encouraged to join.	NH
	<u>New trustees</u> - noted that NH should contact Giles Coleman in addition to land owners. He said this would not happen until after the AGM at which there is a resolution to limit the maximum number of trustees to 11.	NH
4.	<b>Conflicts of Interest</b> No new conflicts reported.	

5.	Email decisions	
	Confirmation of earlier decision by email: Hilton PCC provided a service above and beyond that for which they originally committed i.e. managing the receipt of signed Gift Aid Declarations, without which the funds would today be c. £2,500 lighter. The £250 represented 10% of the Gift Aid receipts	
6.	<b>Beneficiary Bid Process</b> Proposed amendments to the document used in February were discussed and agreed. The maximum figure in Q4 would be removed; Q6 will be amended to a more open question to avoid "Yes/No" answers. SM will produce a revised version for circulation with the minutes.	SM
	The covering letter/email would explain to applicants the purpose of the numbering comments in Q4-7.	
	Forms will be issued to existing beneficiaries after the AGM and the closing date for returns is 30 <sup>th</sup> September. An article to be placed in next available issue of parish magazines to advise other potential applicants of the opportunity to bid.	NH/DF
7.	<b>A.O.B.</b> <u>Nominated charity</u> – a resolution to be added to the AGM agenda which will be "This meeting approves of an external registered charity serving the county of Dorset being selected by the Members to be a beneficiary of the 2017 Street Fair".	NH
	The AGM agenda & notification will be emailed to Members registered on 1 <sup>st</sup> July ensuring the minimum notice period of 14 clear days is achieved.	
	Agenda items for next meeting – "free" ticket allocations and operational payments.	NH
8.	Date of next Trustee meeting	_
	Wednesday 19 <sup>th</sup> October proposed. All to check diaries to confirm if OK.	ALL