

**Notes of a Milton Abbas Street Fair Trust meeting held at Milton Lake on Wednesday 18<sup>th</sup> January 2017 at 7:30 p.m.**

Present: David French - Chair (DF), Nigel Hodder (NH), Brian Isherwood (BI), Suzy Mercer (SM), Freddy Robinson (FR)

		Action
1.	<p><b>Apologies for Absence</b> Chris Skinner (CS), John Widdowson (JW), Susan Woodhouse (SW)</p>	
2.	<p><b>Minutes of meeting held on 19<sup>th</sup> October 2016</b> The minutes were agreed unanimously by those who attended and signed as a true record.</p>	
3.	<p><b>Matters Arising</b></p> <p><u>New trustees</u> – NH advised he had not had any response from the two individuals previously contacted.</p> <p><u>Community Fund</u> – DF had spoken to Michael McAvoy by telephone following which there had been an email exchange. It was made very clear that as a charity we would have to receive bids for specific activities from the Community Fund and that they would be considered using the same criteria as for other organisations’ bids.</p> <p><u>External Charity</u> – NH had received votes from Members by email up to 30<sup>th</sup> November. At this point he had advised Members that the nominated charity would be <b>Dorset &amp; Somerset Air Ambulance</b>. BI has already been in contact and they have added the Street Fair to their “events” section and agreed the Org. Comm. could use their name for publicity purposes.</p> <p><u>Website</u> – this is now live. FR concerned we would be paying for two domains “.co.uk” and “.org.uk”. NH will check with Jill Cocking to establish total costs for a year. It was agreed that we should only pay for one website and that another organisation should fund the Village website (miltonabbas.org.uk). NH suggested MATCH could pick up the cost and will talk to Jennifer Harrison. Also, it was agreed that as a matter of protocol, any member of the Org. Comm. requiring website updates to their own area of responsibility should contact Jill direct, whereas corrections of errors or style changes, etc. should be directed via Unity Dale.</p>	NH
4.	<p><b>Conflicts of Interest</b> The following amendments reported:</p> <ul style="list-style-type: none"> <li>BI - Sylvia Isherwood is no longer Treasurer of the MA Local History Group</li> </ul> <p>BI has signed and dated amendment.</p>	

5.	<p><b>Email decisions</b> None since last meeting.</p>	
6.	<p><b>Finance</b> FR reported that bank balances were as follows: Current Account - <b>£995.06</b> Business reserve Account - <b>£9612.35</b> Providing a current total (which includes last year's Gift Aid) of <b>£10,607.41</b></p> <p>FR advised that the target budget for 2017 is £20K.</p> <p>A brief discussion around providing an account to ring-fence money for the John Fifield Memorial Fund resulted in a decision that it was inappropriate to do so as a charity.</p>	
7.	<p><b>Beneficiary Bids – Feb 16 awards follow up</b> NH had circulated a summary of responses from the 12 beneficiaries of the February 2016 grants. All responses were acceptable with the exception of some concern regarding the MA Sports Club who advised they had spent the money on emergency repairs.</p> <p>It was agreed that NH would contact Maria Timperley to suggest that in future it would be far better to advise us of their position rather than spend first; advise after the event.</p>	NH
8.	<p><b>Organising Committee</b> BI updated on key decisions: <u>Coach parties</u> – they would not actively pursue coach companies but would accommodate requests subject to parking availability (max. 6 at Milton Manor). <u>Card readers</u> – it is likely a card reader will be purchased for trial purposes although FR expressed concern at having to provide bank details up front. SM suggested any trial on the day should be low key. Their use depends on a Bluetooth link to a household router. <u>Lake Field</u> – concern expressed about the cost and use of 100m of cable last year; purchase of a generator is being proposed which would cost a similar amount but be available year on year (and potentially for other events in the village).</p>	
9.	<p><b>Operational Payments</b> SW had wanted to discuss this and her thoughts were provided via email to NH as she was unable to attend. These were:</p> <p>“I think it is really important to financially support the organisations who provide key/large support. In my mind clarifying this and providing the org committee an option to do this makes sense. However, unless this is requested by the org committee this would not need to be discussed until we were reviewing how we prioritised payments and whether there were any improvements we could make”.</p>	

	<p>It was considered by those in attendance that the system in place for assessing bids was robust and included within it an element relating to the contribution made by organisations. There was no doubt that organisations undertaking major tasks would themselves place a value on their services and that therefore, operational payments should only be made as an expediency in circumstances where for example, resource needed to be drafted in to fill gaps.</p>	
<p><b>10. Correspondence</b></p>	<p>NH advised that two late requests had been received for 2017 funds.</p> <p>One was from Milborne Sports Club who had been given an opportunity to bid (and sent a reminder) which the Chair at the time failed to act upon. The new Chair had asked for a bid form.</p> <p>The other was from Longmead Community Farm (based off A354 between MSA and WW) which is a centre for dysfunctional families.</p> <p>It was agreed they would be advised that the date had passed for initial bids/allocations, but that if they wished to support the Street Fair this could be taken into account if there was a second round of bidding post-Fair. This decision is dependent on the final level of surplus following the 2017 Street fair.</p>	<p><b>NH</b></p>
<p><b>11. A.O.B.</b></p>	<p>None</p>	
<p><b>12. Dates of next Trustee meeting and AGM</b></p>	<p><b>Trustee Meeting: Wednesday 22<sup>nd</sup> March (primarily to sign off accounts). Venue to be agreed.</b></p> <p><b>AGM: Wednesday 26<sup>th</sup> April at 7:30 p.m. (subject to availability of Reading Room)</b></p>	<p><b>NH</b></p>