

Notes of a Milton Abbas Street Fair Trust meeting held at 3 Athelstan Way on Wednesday 22nd March 2017 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)

		Action
1. Apologies for Absence	Chris Skinner (CS), Susan Woodhouse (SW).	
2. Minutes of meeting held on 18th January 2017	The minutes were agreed unanimously by those who attended and signed as a true record.	
3. Matters Arising	<p><u>Website</u> – NH to chase Jill Cocking for a response regarding ongoing costs and the use of “.co.uk” as opposed to “.org.uk” and insertion of SF Logo.</p> <p><u>Milton Abbas Sports Club</u> – NH advised he had delayed a discussion with Maria Timperley regarding the use of the last grant for “emergency items” as the Club is currently struggling to find volunteers to support the 2017 Street Fair.</p> <p><u>Late bid requests</u> – both Longmead Community Farm and Milborne Sports Club have been advised they were too late. Nevertheless both organisations have made a commitment to support the 2017 Street Fair and may well be in a position to replace the “missing” resource from MA Sports Club.</p>	
4. Conflicts of Interest	Nothing new advised.	
5. Email decisions	<p>None since last meeting.</p> <p>However, an email was received by the Secretary from Chris Skinner advising he would be resigning at the AGM and not seeking re-election due to his current work commitments. DF to write and thank Chris for his contribution as a Trustee.</p>	DF
6. Finance	<p>FR reported that bank balances were as follows:</p> <p style="padding-left: 40px;">Current Account - £815</p> <p style="padding-left: 40px;">Business reserve Account - £12,082</p> <p>Providing a current total (which includes last year’s Gift Aid) of £12,897</p> <p>FR advised that the target budget for 2017 is still to keep to £20K max.</p>	

<p>7. Organising Committee</p>	<p>BI updated on key items:</p> <p><u>Police</u> - a meeting has taken place; their only concern is “traffic management” and seeking to avoid “pedestrian” pinch points.</p> <p><u>Electronic Payments</u> – a very low key trial will take place subject to sufficient personnel being available to conduct it.</p> <p><u>Manpower</u> – as reported above Longmead and MSA Sports Club have both offered to staff bars in the absence of MA Sports Club volunteers.</p> <p><u>Inventory</u> – a check of the shed has been conducted and it was noted that a number of cardboard boxes were very soggy – some of which contained mugs. They will be replaced.</p>	
<p>8. AGM</p>	<p><u>Report of Accounts for Financial year ended 28th February 2017</u> -_FR presented the figures and confirmed that these had been independently examined by Jenny Tempier. Proposed and agreed by all present.</p> <p><u>Trustees Annual Report</u>– subject to a few minor amendments, the document presented by NH was agreed.</p> <p><u>Election of Officers</u> – CS/NH/SW will stand down. CS will resign as a Trustee at the AGM and not stand for re-election; NH and SW have indicated they will stand for re-election.</p> <p><u>Formal notification</u> – this would be amended by BI to make it more “inclusive” of Members. NH to issue by 31st March.</p> <p>Copies of all appropriate documentation will be placed on the new SF website and Members provided with the URL to enable access to them.</p>	<p>BI/NH</p>
<p>9. A.O.B.</p>	<p>FR advised that Trustees would be requested to provide help on the day of the Fair. All agreed they should.</p> <p>Dorset & Somerset Air Ambulance – BI was unsure if they will attend but expects they will – a pitch has been earmarked for them.</p>	<p>ALL</p>
<p>10. Dates of next Trustee meeting</p>	<p>Apart from the AGM - no more planned meetings prior to Street Fair unless requested by the Organising Committee. Probable next meeting - discussion regarding awards post Street Fair.</p>	