

**Notes of a Milton Abbas Street Fair Trustees' meeting held at 3 Athelstan Way  
on Monday 9<sup>th</sup> March 2020 at 7:30 p.m.**

Present: - David French – Chair (DF), Jennifer Harrison (JH), Nigel Hodder (NH), Freddy Robinson (FR)  
John Widdowson (JW), Susan Woodhouse (SW)

		<b>Action</b>
<b>1.</b>	<p><b>Welcome &amp; Apologies for Absence</b> Apologies received from Stephanie Kogels (SK) (unexpected work commitment) and Brian Isherwood (BI) (self-isolation).</p>	
<b>2.</b>	<p><b>Minutes of meeting held on 2<sup>nd</sup> September 2019</b> The minutes were agreed and signed as a true record.</p>	
<b>3.</b>	<p><b>Matters Arising</b> DF thanked all Trustees for their contribution towards the successful “thank you” evening held on 27<sup>th</sup> September 2019. BI has sent a document to DF/NH/FR entitled “Becoming a Trustee responsibilities”. NH will circulate with minutes and agreed it will be an agenda item for the next meeting.</p>	<b>NH</b>
<b>4.</b>	<p><b>Conflicts of Interest</b> NH advised that he has amended his declaration of interests statement following him becoming a Trustee of Friends of Luccombe Hub which could be a potential bidder for future funds from the Trust. He has also removed his wife’s interest in Matchpatch following her resignation as Secretary. There are no conflicts of interests regarding items on the agenda.</p>	
<b>5.</b>	<p><b>Ratification of email decisions</b> Following the last meeting all Trustees had confirmed by email support for two emergency bids for Street Fair funds:</p> <ul style="list-style-type: none"> <li>• In December 2019 it was unanimously agreed to award an emergency grant of £2,000 to St James’ Church to help with an urgent roof repair.</li> <li>• In February 2020 it was unanimously agreed to award an emergency grant of £600 to Milton Abbas Local History Group to enable them to purchase additional display boards for the forthcoming exhibition to be held in May. It was noted that the boards would be used for subsequent exhibitions also – not a “one off”.</li> </ul>	

## 6. Annual General Meeting

Financial Report – FR advised that total funds across all bank accounts at year end (29<sup>th</sup> February) amounted to £20,040.80.

It was proposed that the surplus be dealt with as follows:

- We would retain as ringfenced the sum of £1,000 for the Community Fund.
- 2021 Fair Start Up Fund - raise to £8,000 to ease cashflow ahead of the Street Fair. The cost of putting on the Fair is held with a budget ceiling of £20,000 and although some 'suppliers' are supportive, it is becoming increasingly more difficult to pay them after the event.
- Street Fair Assets - the Street Fair shed located at the Reading Room needs roof repairs – a rough estimate is c. £300. In addition, the website requires updating and a possible revamp. Propose £1,000 for maintenance overall.
- Rainy Day Reserve - The provisional Beneficiary Grant total allocated each Fair is currently £20,000. For those Fairs where we do not make enough profit to cover provisional awards, the plan is to have a Fund to draw upon as agreed at the 2019 AGM. FR proposed an input of £5,000 from the 2019 Street Fair surplus. It was agreed that a Fund 'cap' of £10,000 would apply.
- The remaining Gift Aid funds and any balance to be retained to put towards further emergency funding requests prior to the next Street Fair and any other unforeseen circumstances.
- “Reserve” Policy – the Trust needs to develop a simple Policy to cover areas such as ringfencing any Fund, a Fund 'cap', regular review of amounts held, and what to do with any funds if the Street Fair Trust Charity folds.

FR

Trustee Report – subject to any final amendments it was agreed it would be ratified by email.

NH

Reappointment of Trustees – NH/SK and SW are all due to retire and have all agreed to seek reappointment as Trustees.

2021 Street Fair – the agenda will include a resolution that members support the launch of the next Fair.

Date of AGM agreed as Wednesday 29<sup>th</sup> April 2020 to be held in the Reading Rooms. An article will be placed in The Bulletin targeting new residents.

NH

***{Post meeting note: following Government advice regarding large gatherings in light of the current Covid-19 virus, it has been subsequently agreed to postpone the AGM}***

Organising Committee – currently a vacancy for Secretary and possibly a Treasurer if FR continues to Chair.

