**Notes of a Milton Abbas Street Fair Trustees meeting held**

**At Milton Lake, Milton Abbas on 9th November 2023.**

Present: John Widdowson - Chair (JW), Debbie Drammis (DD), David French (DF), Jennifer Harrisson (JH).

1. **Welcome & Apologies for Absence**

The Chair welcomed all to the meeting and said that he would make notes of the meeting in the absence of a Secretary.

Apologies were received from Stephanie Kogels and Brian Isherwood.

**2. Minutes of the Meeting held on 14th August 2023**

The minutes were agreed and signed as a true record by the Chair. There was no Secretary present.

**3. Matters Arising**

The majority of Actions form the previous meeting hade been completed.

Still outstanding were:

1) consideration of methods for publicising the application process. This will be considered as part of the process for requesting new bids in December.

**Action: All**

2) handover of all files etc from Nigel Hodder to a new Trust Secretary. JW and DF agreed to meet with Nigel to discus.

**Action: JW, DF**

**4. Conflicts of Interest**

There were no new Conflicts of Interest.

**5. Ratification of Email Decisions**

There were no Email Decisions to ratify.

**6. Finances**

A copy of the 2023 Street Fair Balance Sheet was circulated and discussed. It was noted that there was still a considerable surplus which could be made available for Beneficiaries. It was decided that a new call for bids would be made in mid December. Current Beneficiaries would be informed and there would be a general call for bids.

This would be actioned after the meeting with Nigel noted above.

**Action: JW, DF.**

DD is to set up a new bank account. DF agreed to be a signatory.

**Action: DD, DF**

JW agreed to be a point of contact for the Charity Commission.

**Action: JW**

**7. Organising Committee**

The current Organising Committee have agreed to continue for the next Street Fair. The role of Chair had yet to be filled. The Trustees agreed that this was a matter for the Committee to decide and DD agreed to report this to the Committee.

**Action: DD**

**8. Progress on Appointment of Secretary**

There had been no significant progress on finding a new Secretary. The names of several potential new Trustees were identified and all Trustees agreed to approach individuals.

**Action: All**

**9. AOB**

There was none.

10. **Date of next Meeting**

The next meeting which will focus on bid applications will be held on the Wednesday 17th January at Milton Lake.