

TOWN & POORS CHARITY FIELD MINUTES of the Meeting Thursday 21st May 2020 at 20.52 hrs (following the Parish Council meeting) by Zoom videoconference (due to social distancing)

Present: S Fane de Salis (Chairman), G Smith (Vice Chairman), S Jackson-Rimmer, J Pope, S Parfrey, W Burcham

1. **Apologies for Absence:** R Johnson, District and County Cllr I Gardener
2. **To approve Minutes of the Charity Meeting on 16th April 2020:** Cllr G Smith proposed signing and approval of the minutes as a true record of the meeting, seconded by Cllr S Jackson-Rimmer and carried unanimously.
3. **Matters Arising:** None
4. **Finance:**
 - 4.1 **Charity accounts report**
Balance at 11th May 2020: £4089.98- Cllr S Fande de Salis confirmed the current balance at 21.05.20 was £2933.64
 - 4.2 **To note:** Annual reconciliation and cashbook sent for review on 07.05.20- noted
 - 4.3 **Expenditure for approval 21st May 2020:**

Refund for Julia Rutherford- £3 overpayment on allotment- Cllr G Smith proposed payment of the reimbursement, seconded by Cllr W Burcham and carried unanimously.
 - 4.4 To clarify the account balance and available funds relating to the Charity – Cllr G Smith clarified that initially the rent from the farmer for the Charity field was paid into this account and distributed to those in need at Christmas. He proposed that now the field is used for the allotments that the rent for the 22 plots is left in that account to pay for the water but that everything else be transferred back to the main account. Cllr S Fane de Salis then proposed an amendment, that the £1314 already in the account be left as a buffer; this was seconded by Cllr W Burcham and carried unanimously. Cllr G Smith's proposal was then seconded by Cllr J Pope and carried unanimously.
5. **Update regarding gates and fencing, including lock for gate -** Cllr G Smith explained the fencing had been successfully installed, along with the gate and four water troughs. Everything is working, there is a lock on the gate and people are generally happy with the allotments.
6. **Update regarding planning application for hard standing-** Cllr S Parfrey confirmed the application has gone in and the status has moved from submitted to transferred.
7. **To consider quotes for an area of hard standing-** to award once planning permission has been approved.
8. **Update regarding an Allotment Association and allotment usage-** Cllr W Burcham explained that the allotments are working well and there is lots of communication. Everyone has the rules and no concerns have been voiced. The allotments are at capacity but there is lots of additional interest and a waiting list for plots.
9. **Correspondence-** An email had been received from SCAA raising concerns about the allotments not being fit for purpose due to perceived issues regarding lack of hard standing, water and fencing, together with hard lumps of earth. The fencing and water installation are now complete and the field has been tilled. A resident has asked about having a plot but no further plots are likely to be released for the foreseeable future. Cllrs noted the community spirit at the allotments and how nice it is to see people using them.
10. **Any other business-** None.
11. **Date of the next Meeting – Thursday 18th June 2020**

Meeting finished at 21.08hrs.

Minutes to be approved at the next Charity Meeting

Signed Chairman:

Date: