

# Chelveston Wind Farm Community Benefit Fund

**Minutes of a meeting of the Chelveston Wind Farm Community Benefit Fund, held on Monday 15<sup>th</sup> June 2015 at the Yelden Village Hall.**

Attending: Trustees - Adrian Dale – Outgoing Chair  
Robin Mackonochie – Incoming Chair (late arrival)  
Paul Crewe  
Duncan Farrington  
Charlotte Goodson  
Kim How  
  
Mark Hunter – Clerk

**1. To receive apologies for absence.**

Kate Gelder and Jane Seaman had sent their apologies. The Trustees agreed to accept these.

**2. To elect a Chair for 2015-16.**

The meeting resolved to elect Robin Mackonochie as the Chair for 2015-16.

**Proposed: Adrian Dale                      Seconded: Duncan Farrington                      Decision: Unanimous**

**3. To elect a Vice-chair for 2015-16.**

The meeting resolved to elect Charlotte Goodson as the Vice-chair for 2015-16 and she took the Chair. She thanked Adrian Dale for chairing the Trust through its first year and welcomed Paul Crewe to his first meeting.

**Proposed: Duncan Farrington   Seconded: Adrian Dale                      Decision: Unanimous**

**4. To receive declarations of interest.**

On his arrival at item 7, Robin Mackonochie declared an interest in the Melchbourne Feast Day grant application (as a member of the organising committee).

**5. To approve the minutes of the meeting held on 30<sup>th</sup> March 2015.**

The minutes (CBF/MIN/005) of the meeting of 30<sup>th</sup> March 2015 had been circulated before the meeting.

The meeting resolved to approve the minutes with no amendments and the Vice-Chair duly signed the minutes.

**Proposed: Adrian Dale                      Seconded: Duncan Farrington                      Decision: Unanimous**

**6. To receive a report from the Clerk to the Trustees.**

The Clerk reported on the progress with the previously awarded grants. All the applicants from the last FY had now discharged their conditions and all the grant cheques had issued.

The Dalton Trust (Deans) had sent a thank you with images of the upgraded play area. The works to the fence would start in September (post nesting season). The St Marys PCC (Yelden) had sent a thank you, confirming works on the windows of St Marys had been completed and had acknowledged the Trust via the parish newsletter. The Hargrave Music Festival had also acknowledged the Trust in the *Hargrave Herald*.

Two Founding Trustees had been returned by their parishes as Ordinary Trustees and two had been replaced by new Trustees had been elected / appointed by their parishes. Both of the new Trustees had signed their declaration. The website had been updated accordingly.

Unity Trust Bank will be changing its clearing bank to NatWest in July, which will mean a change to the Trust's cheque book, etc., for the new sort codes.

*Robin Mackonochie arrived and took the Chair.*

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## 7. To determine grant applications.

*CBF-GA-15-001: Strawberry Fayre Committee, Yelden - bunting* (application for £246.59). The supporting information had been circulated before the meeting.

The meeting decided to grant the application and instructed the Clerk to act accordingly.

**Proposed: Adrian Dale                      Seconded: Charlotte Goodson                      Decision: Unanimous**

*CBF-GA-15-002: Melchbourne Village Hall Trust, Melchbourne – website* (application for £499). This application had been withdrawn.

*CBF-GA-15-003: Yelden Methodist Church, Yelden – painting the church doors* (application for £240). The supporting information had been circulated before the meeting.

The meeting decided to grant the application and instructed the Clerk to act accordingly.

**Proposed: Duncan Farrington                      Seconded: Kim How                      Decision: Unanimous**

*As Robin Mackonochie had declared an interest, Charlotte Goodson took the Chair.*

*CBF-GA-15-004: Melchbourne Feast Day, Melchbourne – storage boxes for three marquees* (application for £420.94). The supporting information had been circulated before the meeting.

The meeting decided to grant the application and instructed the Clerk to act accordingly.

**Proposed: Adrian Dale                      Seconded: Paul Crewe                      Decision: Unanimous**

*Robin Mackonochie resumed the Chair.*

*CBF-GA-15-005: Yelden Village Hall, Yelden – decorations / prizes for Yelden Ball (fundraiser)* (application for £240.75). The supporting information had been circulated before the meeting.

The meeting considered that whilst they supported the decorations, which could be re-used and would benefit all the attendees, the prizes benefit a very limited number. Accordingly this part of the application was not supported. [Post meeting note: The decorations element was £118.75]

The meeting decided to grant the decorations part of the application and decline the prizes part of the application and instructed the Clerk to act accordingly.

**Proposed: Paul Crewe                      Seconded: Duncan Farrington                      Decision: Unanimous**

## 8. To approve administrative expenses.

Final interest payments of £6.35 had been received. The charity insurance cover had expired on the 5<sup>th</sup> June and the Trustees needed to decide if it was worth buying new cover (£471.62).

The meeting decided to not to continue the insurance cover and instructed the Clerk to act accordingly.

**Proposed: Adrian Dale                      Seconded: Duncan Farrington                      Decision: Unanimous**

The meeting reviewed Receipts and Payments Log and agreed the following payments –

2015.01	Yelden PCC	Grant award	£ 246.59
2015.02	Yelden Methodist Chapel	Grant award	£ 240.00
2015.03	Melchbourne Feast Day	Grant award	£ 420.94
2015.04	Yelden Village Hall	Grant award	£ 118.75
2015.05	Yelden Village Hall	Hall hire	£ 10.00
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	Total expenditure this meeting		£1,036.28

**Proposed: Robin Mackonochie                      Seconded: Duncan Farrington                      Decision: Unanimous**

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## 9. To approve changes to the bank mandate.

The meeting agreed to remove David Butter and Mick Izzard and add Paul Crewe and Jane Seaman to the bank mandate and instructed the Clerk to act accordingly.

**Proposed: Duncan Farrington    Seconded: Charlotte Goodson    Decision: Unanimous**

## 10. To agree the membership and budget of the minor awards committee.

Although the Minor Awards Committee had not been required to meet during the last FY, it was considered prudent to continue it for another year and then review it.

The meeting decided to reappoint Adrian Dale, Kate Gelder, Charlotte Goodson and Kim How to the Minor Awards Committee and agreed a delegated budget of £3,200, being £800 per parish. The Clerk was authorised to make the necessary arrangements.

**Proposed: Adrian Dale                      Seconded: Kim How                      Decision: Unanimous**

## 11. To approve the independently examined accounts for 2014-15.

The Clerk advised that Mrs Sue Hands of Chelston Rise, a company accountant by profession, had carried out an independent examination of the accounts, with no matters arising. She did not require remuneration and the Trustees asked that their thanks be recorded.

The meeting decided to approve the accounts and instructed the Clerk to act accordingly.

**Proposed: Charlotte Goodson    Seconded: Adrian Dale                      Decision: Unanimous**

## 12. To approve the Trustees Annual Report for 2014-15.

The draft Trustees Annual Report had been circulated before the meeting.

The meeting decided to approve the Trustees Annual Report and instructed the Clerk to act accordingly.

**Proposed: Robin Mackonochie    Seconded: Duncan Farrington    Decision: Unanimous**

## 13. To appoint a Clerk or Secretary for 2015-16.

The Clerk reminded the meeting the post of Clerk was an annual appointment and whilst the current Clerk had been instrumental in setting up the Trust, the Trustees might feel it appropriate to rotate the role amongst the four parishes.

The meeting decided to appoint Mark Hunter as the Clerk for 2015-16.

**Proposed: Duncan Farrington    Seconded: Adrian Dale                      Decision: Unanimous**

## 14. To consider any other matter the Trustees may wish to raise.

Robin Mackonochie added his thanks to Adrian Dale for chairing the Trust through its first year.

## 15. Date of next meeting.

The meeting agreed to hold the next meeting in October 2015, with the application deadline of two weeks beforehand. The Minor Awards Committee meeting as required. The Clerk was authorised to make the necessary arrangements.

Issued on 26<sup>th</sup> June 2015.

Robin Mackonochie  
Chair of the Trustees

Mark Hunter  
Clerk to the Trustees

