

# Chelveston Wind Farm Community Benefit Fund

**Minutes of the Meeting of the Chelveston Wind Farm Community Benefit Fund, held on Monday 23<sup>rd</sup> October 2017 at the Melchbourne Village Hall, Melchbourne.**

Attending: Trustees - Duncan Farrington – Chair  
Jane Seaman – Vice-chair  
Ann Franklin  
Jean-Luc Janet  
Robin Mackonochie  
James Pentelow  
  
Mark Hunter – Clerk

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

Paul Crewe and Kim How had sent their apologies. The Trustees agreed to accept these.

**2. To receive declarations of interest.**

None.

**3. To approve the minutes of the meeting held on 19<sup>th</sup> June 2017.**

The Chair advised the minutes (CBF/MIN/013) of the meeting on the 19<sup>th</sup> June 2017 had been circulated before the meeting.

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

**Proposed: Robin Mackonochie**

**Seconded: Jane Seaman**

**Decision: Unanimous**

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

Six grant enquiries had been received since the last meeting and two had subsequently been successfully submitted to the Minor Awards committee.

The progress of the five grants made earlier in the year was reviewed.

Bank interest (£1.77) had been received in September, as well as quarterly bank charges (£18.00).

The 2017 Capital payment (£29,261.03) had been received in October.

**5. To decide how to apply the recent donation from the former “Preserve” campaign group.**

The Chair advised that, following a long campaign against the development of the CRE site, the Preserve campaign group had finally wound up and donated its remaining funds to the Trust (£9,525.49).

The meeting now needed to decide what to do with the additional funds e.g. apply it to the in-year grant pot or hold it for a future purpose. After debate, it was agreed to hold the funds as a reserve for a future environmental application.

The meeting resolved to hold the donated funds as a reserve for a future environmental application and the Clerk was instructed to act accordingly.

**Proposed: Robin Mackonochie**

**Seconded: James Pentelow**

**Decision: Unanimous**

**6. To approve a further application to the Charity Commission.**

The Chair advised that, until now, the Charity Commission has not accepted the Trust for registration as its annual income was below the £5,000 threshold. The Preserve donation presents a one-off opportunity to exceed the threshold and thus be eligible for registration.

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The meeting now needed to consider whether to apply to the Commission and, if so, sign the Trustee eligibility declaration accordingly.

The meeting resolved to apply to the Charity Commission and the Clerk was instructed to act accordingly.

**Proposed: James Pentelow**

**Seconded: Jean-Luc Janet**

**Decision: Unanimous**

## **7. Payment of administrative expenses.**

The Clerk advised of one invoice due, the hall hire for this meeting (£11.00).

The meeting resolved to approve the payment and instructed the Clerk to act accordingly.

**Proposed: James Pentelow**

**Seconded: Ann Franklin**

**Decision: Unanimous**

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

Robin Mackonochie provided the meeting with an update on the problems to date with getting a faculty for the proposed tea-point and toilet works at St Mary Magdalene Church, Melchbourne.

## **9. Date of next meeting.**

The meeting agreed to hold the next meeting in January, the venue to be in Chelveston, 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 28<sup>th</sup> October 2017.

**Duncan Farrington**  
Chair of the Trustees

**Mark Hunter**  
Clerk to the Trustees

# CHELVESTON WIND FARM COMMUNITY BENEFIT FUND

## Receipts and Payments Account 2017/2018

Transact. Number	Date	Payee/Sender	Description	Chq. No.	Sheet No.	Amount	VAT	Total	Running Balance	Category	Authorising Minute	Signatories
2017.00	01/04/2015	<b>Opening Balance</b>	<b>Brought Forward</b>	<b>Bt Fwd</b>		<b>£49,965.45</b>	<b>£0.00</b>	<b>£49,965.45</b>	<b>£49,965.45</b>			
2015.20	29/02/2016	St Mary Magdalene PCC	Toilet & Tea point	300108	HELD	-£7,500.00	£0.00	-£7,500.00	£42,465.45	Prior Year	MIN-008-5	<i>C.Goodson, K.How</i>
2017.01	19/06/2017	Hargrave Village Hall	Window replacement	300125	043	-£3,255.00	£0.00	-£3,255.00	£39,210.45	Grants	MIN-013-11	<i>R.Mackonochie, J.Seaman</i>
2017.02	19/06/2017	Chelveston Village Hall	Windows replacement	300126	042	-£4,150.00	£0.00	-£4,150.00	£35,060.45	Grants	MIN-013-11	<i>K.How, R.Mackonochie</i>
2017.03	19/06/2017	Yelden Village Hall	Zip wire	300127	043	-£5,000.00	£0.00	-£5,000.00	£30,060.45	Grants	MIN-013-11	<i>K.How, J.Seaman</i>
2017.04	19/06/2017	Chelveston Allotments	Rabbit fencing, shed and tools	300130	042	-£4,294.65	£0.00	-£4,294.65	£25,765.80	Grants	MIN-013-11	<i>K.How, R.Mackonochie</i>
2017.05	19/06/2017	Chelveston PC	Extension to secure shed	300131	042	-£655.00	£0.00	-£655.00	£25,110.80	Grants	MIN-013-11	<i>K.How, R.Mackonochie</i>
2017.06	19/06/2017	Kathy Ayre Book Keeper	Audit of 2015-16 accounts	300132	042	-£18.00	£0.00	-£18.00	£25,092.80	Audit	MIN-013-12	<i>K.How, R.Mackonochie</i>
2017.07	19/06/2017	Information Commissioner	Data Registration renewal	300133	042	-£35.00	£0.00	-£35.00	<b>£25,057.80</b>	Gen. Admin	MIN-013-12	<i>K.How, R.Mackonochie</i>
2017.08	30/06/2017	UTB	Bank charges (Apr - Jun 17)	Bank	042	-£18.00	£0.00	-£18.00	£25,039.80	Bank Charges		
2017.09	30/06/2017	UTB	Interest (deposit a/c) Apr - Jun 17	Bank	S037	£1.75	£0.00	£1.75	£25,041.55	Interest		
2017.10	26/08/2017	Dalton Trust	Bulb planting	300135	Iss	-£249.00	£0.00	-£249.00	£24,792.55	Grants	4.2	<i>K.How, J.Seaman</i>
2017.11	04/09/2017	Preserve	Donation	123456	045	£9,525.49	£0.00	£9,525.49	£34,318.04	Misc. Receipts		
2017.12	30/09/2017	UTB	Bank charges (Jul - Sep 17)	Bank	046	-£18.00	£0.00	-£18.00	£34,300.04	Bank Charges		
2017.13	30/09/2017	UTB	Interest (deposit a/c) Ju - Sep 17	Bank	S040	£1.77	£0.00	£1.77	£34,301.81	Interest		
2017.14	06/10/2017	CRE	Capital Payment 2017	BACS	046	£29,261.03	£0.00	£29,261.03	£63,562.84	Capital		
2017.15	23/10/2017	Chelveston PC	Table cloths for Events committee	300136	Iss	-£62.91	£0.00	-£62.91	£63,499.93	Grants	4.2	<i>D.Farrington, R.Mackonochie</i>
2017.16	23/10/2017	Melchbourne Village Hall	Hall hire	300137	Iss	-£11.00	£0.00	-£11.00	<b>£63,488.93</b>	Governance	MIN-014-7	<i>D.Farrington, J.Seaman</i>
<b>Balance C/F</b>						<b>£63,488.93</b>	<b>£0.00</b>	<b>£63,488.93</b>	<b>£63,488.93</b>			

[Database categories are hidden in Column O]

Cheques 300128, 300129 & 300134 not used

**HELD** = Cheque not yet issued  
**Iss** = Cheque not yet presented

Category	Amount	VAT	Total
<b>Brought Forward</b>	<b>£49,965.45</b>	<b>£0.00</b>	<b>£49,965.45</b>
Capital Receipts	£29,261.03	£0.00	£29,261.03
Bank Current a/c interest	£3.52	£0.00	£3.52
Bank Savings a/c interest	£0.00	£0.00	£0.00
Misc. receipts	£9,525.49	£0.00	£9,525.49
<b>Receipts</b>	<b>£38,790.04</b>	<b>£0.00</b>	<b>£38,790.04</b>
Admin - Clerk's salary	£0.00	£0.00	£0.00
Admin - General	-£35.00	£0.00	-£35.00
Admin - Insurance	£0.00	£0.00	£0.00
Admin - Stationery / Printing	£0.00	£0.00	£0.00
Admin - Web	£0.00	£0.00	£0.00
Admin - UTB	-£36.00	£0.00	-£36.00
Governance - Audit	-£18.00	£0.00	-£18.00
Governance - Trustees mtgs	-£11.00	£0.00	-£11.00
Grants	-£17,666.56	£0.00	-£17,666.56
Prior year expenditure	-£7,500.00	£0.00	-£7,500.00
<b>Expenditure</b>	<b>-£25,266.56</b>	<b>£0.00</b>	<b>-£25,266.56</b>
<b>B/F + Receipts + Expenditure</b>	<b>£63,488.93</b>	<b>£0.00</b>	<b>£63,488.93</b>

Category summary table	
Brought Forward	£49,965.45
Capital	£29,261.03
Interest	£3.52
Misc. Receipts	£9,525.49
Admin	-£71.00
Governance	-£29.00
Grants	-£17,666.56
Prior year exp.	-£7,500.00
Balance	<b>£63,488.93</b>

Funds	
Current a/c	£57,276.32
Savings a/c	£14,035.52
<b>Total</b>	<b>£71,311.84</b>