

Chelveston Wind Farm Community Benefit Fund

Minutes of the Meeting of the Chelveston Wind Farm Community Benefit Fund, held on Monday 22nd January 2018 at the Chelveston Village Hall, Chelveston.

Attending: Trustees - Duncan Farrington – Chair
Jane Seaman – Vice-chair
Ann Franklin
Kim How
Robin Mackonochie
James Pentelow

Mark Hunter – Clerk

1. To receive apologies for absence.

Paul Crewe had sent his apologies. The Trustees agreed to accept this.

2. To receive declarations of interest.

Kim How declared an interest in application GA17-008, being a member of the WI.

3. To approve the minutes of the meeting held on 23rd October 2017.

The Chair advised the minutes (CBF/MIN/014) of the meeting on the 23rd October 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: Jane Seaman

Seconded: Robin Mackonochie

Decision: Unanimous

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

Five grant enquiries had been received since the last meeting and three of these would be considered later in the meeting.

A benefit report had been received in respect of grant GA17-002 (Chelveston Village Hall windows) and had been circulated to the trustees prior to the meeting.

Bank interest (£5.17) had been received in November and December, as well as quarterly bank charges (£18.00).

An application had been made to the Charity Commission, as a result of the Preserve donation, and after providing further evidence, the Charity Commission had confirmed the Trust could be registered as a charity. Recommendations by the Charity Commission would be covered later in the meeting.

5. To undertake a training session on awarding grants to organisations that are not charities.

The Clerk took the meeting through the 7 checks the Charity Commission mandate to be undertaken before making grants to organisations that are not charities.

6. To determine the received grant applications.

CBF-GA-17-008: Hargrave WI – application for funding for WI centenary event (application for £984). The supporting information and additional information had been provided and circulated.

Kim How did not take part in this item.

The meeting did not consider that the provision of food and alcohol was a suitable use of the Trust funds, but agreed to support the event by funding the hall hire and entertainment (£98.00).

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

Proposed: Robin Mackonochie

Seconded: Jane Seaman

Decision: Unanimous

CBF-GA-17-009: *Chelveston Village Hall – application for funding for sound system (application for £3,000)*. The supporting information and additional information had been provided and circulated.

The meeting noted that this would take the parish over 25% in year, but in the absence of any other major applications, it was considered manageable.

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

Proposed: Robin Mackonochie

Seconded: Ann Franklin

Decision: Unanimous

CBF-GA-17-010: *Melchbourne Village Hall – application for funding for table tennis tables and lighting (application for £900)*. The supporting information and additional information had been provided and circulated.

The meeting felt the applicant might need additional funds, but must consider the application before them.

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

Proposed: James Pentelow

Seconded: Kim How

Decision: Unanimous

7. Payment of administrative expenses.

The Clerk advised no invoices due, as the hall hire for this meeting was free.

8. To agree to an amendment to the Trust Deed objectives in line with the Charity Commission advice.

The Chair advised the Clerk had circulated the Charity Commission's proposed changes to the Trust's objectives prior to the meeting, namely to change from -

The objects of the charity ('the objects') are:

To make grants of varying amounts out of capital and accumulated income to eligible projects proposed by charitable bodies, trusts, associations, institutions or organisations that operate for charitable or community purposes within the boundaries for the time being of the four Civil Parish Councils of:

(A) Chelveston-cum-Caldecott in the county of Northamptonshire

(B) Dean and Shelton in unitary district of Bedford Borough

(C) Hargrave in the country of Northamptonshire

(D) Melchbourne and Yelden in the unitary district of Bedford Borough

('the Sponsoring Parish Councils').

'Eligible projects' are those which meet the following criteria:

(1) the conservation, protection and improvement of the built and natural environment within the said parishes;

(2) the provision of facilities for recreation, entertainment, arts, sporting activities or other leisure time for the residents of the parishes or for the public at large;

(3) the advancement of the education of the residents of the parishes or the public in the conservation, protection and improvement of the built and natural environment and heritage awareness of same;

(4) the advancement of the education of the residents of the parishes or the public about all aspects of renewable energy generation and sustainability;

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(5) the promotion of sustainable development which meets the needs of the present without compromising the ability of future generations to meet their own needs by the preservation, conservation and the protection of the environment and the prudent use of resources;

(6) the promotion of rural regeneration in the areas served by the Parish Councils by the maintenance, improvement or provision of public amenities and/or the preservation of buildings or sites of historic or architectural importance.

None of the above objectives shall include provision of funding for political or religious activities or campaigns save where they are incidental to the objectives above.

To

The object of the charity is the promotion of any charitable purposes for the benefit of the community in the civil parishes of Chelveston-cum-Caldecott in the county of Northamptonshire, Dean and Shelton in the unitary district of Bedford Borough, Hargrave in the county of Northamptonshire, and Melchbourne and Yelden in the unitary district of Bedford Borough as the Trustees see fit.

The meeting noted the requirement under the Trust Deed to obtain the consent of a number of other parties, but agreed to follow the Charity Commission advice.

The meeting resolved to change the objectives as above and instructed the Clerk to act accordingly.

Proposed: Robin Mackonochie

Seconded: James Pentelow

Decision: Unanimous

9. To consider amending the Trust Deed quorum (subject to item 8 being agreed).

The Chair advised that the Clerk had also asked the Charity Commission if it had any objections to the Trustees changing the quorum from 5 to 4, so as to reduce the risk of meetings being inquorate, and the Commission had confirmed no objection.

The meeting decided not to change the quorum at this time, as only one meeting had had to be re-scheduled due to being inquorate, out of the 15 meetings held so far.

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

The Trustees noted the attendance record of Paul Crewe since he became a Trustee in June 2015 (one attendance out of a possible 10), and after debate, agreed to invite him to resign from the Trust, so as to avoid further conflicting demands on his time.

[Post-Meeting Note: Paul Crewe has formally resigned as a Trustee]

Robin Mackonochie advised that, at long last, the Diocese was close to approving a faculty, which would allow the cheque for grant GA15-015 to be issued.

11. Date of next meeting.

The meeting agreed to hold the next meeting in April, the venue to be in Dean & Shelton parish, 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 22nd January 2018.

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	Opening Balance	Brought Forward	Bt Fwd		£49,965.45	£0.00	£49,965.45	£49,965.45			
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 2016-17 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	£25,057.80	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 (savings a/c) Jun 17	Bank	S037	£1.75	£0.00	£1.75	£25,041.55	Saver Interest		
2017.10	26/08/2017	Dalton Trust	Bulb planting	300135	047	-£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 (savings a/c) Sep 17	Bank	S040	£1.77	£0.00	£1.77	£34,301.81	Saver 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	047	-£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	047	-£11.00	£0.00	-£11.00	£63,488.93	Governance	MIN-014-7	<i>D.Farrington, J.Seaman</i>
2017.17	24/11/2017	Colemans of Higham Ferrers	Stationery (Oct 17)	300138	048	-£7.80	£0.00	-£7.80	£63,481.13	Stationery	4.2	<i>K.How, J.Seaman</i>
2017.18	04/12/2017	UTB	Interest (savings a/c) Nov 17	Bank	S042	£3.02	£0.00	£3.02	£63,484.15	Saver Interest		
2017.19	31/12/2017	UTB	Bank charges (Oct - Dec 17)	Bank	050	-£18.00	£0.00	-£18.00	£63,466.15	Bank Charges		
2017.20	31/12/2017	UTB	Interest (savings a/c) Dec 17	Bank	S044	£2.15	£0.00	£2.15	£63,468.30	Saver Interest		
2017.21	22/01/2018	Hargrave WI	WI centenary	300139	Iss	-£98.00	£0.00	-£98.00	£63,370.30	Grants	MIN-015-6	<i>R.Mackonochie, J.Seaman</i>
2017.22	22/01/2018	Chelveston Village Hall	Sound system	300140	Iss	-£3,000.00	£0.00	-£3,000.00	£60,370.30	Grants	MIN-015-6	<i>D.Farrington, R.Mackonochie</i>
2017.23	22/01/2018	Melchbourne Village Hall	Table Tennis tables and lighting	300141	Iss	-£900.00	£0.00	-£900.00	£59,470.30	Grants	MIN-015-6	<i>D.Farrington, J.Seaman</i>
Balance C/F						£59,470.30	£0.00	£59,470.30	£59,470.30			

[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
Brought Forward	£49,965.45	£0.00	£49,965.45
Capital Receipts	£29,261.03	£0.00	£29,261.03
Bank Current a/c interest	£0.00	£0.00	£0.00
Bank Savings a/c interest	£8.69	£0.00	£8.69
Misc. receipts	£9,525.49	£0.00	£9,525.49
Receipts	£38,795.21	£0.00	£38,795.21
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	-£7.80	£0.00	-£7.80
Admin - Web	£0.00	£0.00	£0.00
Admin - UTB	-£54.00	£0.00	-£54.00
Governance - Audit	-£18.00	£0.00	-£18.00
Governance - Trustees mtgs	-£11.00	£0.00	-£11.00
Grants	-£21,664.56	£0.00	-£21,664.56
Prior year expenditure	-£7,500.00	£0.00	-£7,500.00
Expenditure	-£29,290.36	£0.00	-£29,290.36
B/F + Receipts + Expenditure	£59,470.30	£0.00	£59,470.30

Category summary table	
Brought Forward	£49,965.45
Capital	£29,261.03
Interest	£8.69
Misc. Receipts	£9,525.49
Admin	-£96.80
Governance	-£29.00
Grants	-£21,664.56
Prior year exp.	-£7,500.00
Balance	£59,470.30

Funds	
Current a/c	£56,927.61
Savings a/c	£14,040.69
Total	£70,968.30