

Chelveston Wind Farm Community Benefit Fund Trust

Minutes of the Meeting of the Chelveston Wind Farm Community Benefit Fund Trust held on Wednesday 16th February 2022 on the Zoom platform.

Attending: Trustees - Chris Pentland (Chair)
Sarah Cinnamond (Vice-Chair)
Duncan Farrington
Jason Gordon
Kim How
John Reynolds
Craig Young

Mark Hunter – Clerk

1. To agree that the meeting can be held virtually in accordance with the Charity Commission advice.

Chris Pentland welcomed everyone to the meeting. He explained that, before the meeting could proceed, the Trustees needed to agree the meeting could be held virtually.

The Trust Deed clause 13 requires “*All meetings of the Trustees shall take place in a public building within the boundaries of one of the Parish Councils*”. However, the Covid-19 mitigation measures had prevented sufficient Trustees attending a face to face meeting this evening.

The advice from the Charity Commission regarding holding virtual meetings where this is not covered in the governing documents is “*Generally, if there is no such clause in the governing document and you decide to hold meetings over the phone or using digital solutions, we will understand, but you should record this decision and that you have done this to demonstrate good governance of your charity*”.

The Trustees unanimously agreed that it was necessary to hold a virtual meeting for the good governance of the Trust.

2. To receive apologies for absence.

Chris Pentland asked for apologies. Apologies received from Jean-Luc Janet (work commitments).

3. To receive declarations of interest.

Duncan Farrington declared an interest in item 7, being a member of the Hargrave PC.

4. To approve the Minutes of the meeting held on 11th August 2021.

The Chair advised the Minutes (CBF/MIN/023) of the meeting on the 11th August 2021 had been circulated before the meeting.

The meeting resolved to approve the Minutes and authorised the Chair to sign the Minutes after the meeting.

Proposed: Duncan Farrington

Seconded: Kim How

Decision: Unanimous

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

John Reynolds has notified Dean & Shelton PC that he has served the three years that he had agreed to and wishes to stand down, once Dean & Shelton PC appoints a replacement to serve the remainder of his term to 2023.

Two grant enquiries have been received since the last meeting; both have been submitted and will be considered later in the meeting.

Chelveston-cum-Caldecott PC has ordered the first of the three sets of defibrillators (GA21-002 (£5,000)), to be fitted outside the *Star & Garter* in Chelveston. They have thanked the Trust for the grant in their Parish Newsletter, on their website and on their Twitter feed.

The 2021 s106 payment was received from CRE on 20th October 2021 for £32,744.22, taking the total capital received so far to £263,455.74.

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The quarterly bank charges had been deducted in Sep 21 and Dec 21 (£18.00 x2).

Bank interest was received in Dec 21 (£0.87).

6. To determine the received grant applications.

CBF-GA-21-003: *St Marys Church, Shelton – application to convert the reserve created under GA21-001, funding for installing rainwater system, into a grant.* The supporting information had been circulated.

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

Proposed: Sarah Cinnamond Seconded: Craig Young Decision: Unanimous

CBF-GA-21-004: *St Mary Magdalene Church, Melchbourne – application to convert the reserve created under GA20-010, funding for tower repairs, into a grant.* The supporting information had been circulated.

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

Proposed: Duncan Farrington Seconded: Kim How Decision: Unanimous

7. To conduct the first 5-year review of the Hargrave PC reserve (GA16-011).

Duncan Farrington set out the Council's case for extending the reserve for a further five years, for a future amenity land purchase in Hargrave.

Duncan Farrington did not vote on this item.

The meeting resolved 1) to continue the Hargrave PC reserve for a further five year period, and 2) to add the unused balance of grant funds for this year (currently £5,000) to the reserve, and instructed the Clerk to act accordingly.

Proposed: Sarah Cinnamond Seconded: Jason Gordon Decision: Unanimous

8. To consider a change to the Trust Deed, so as to allow for the Trustees to choose to hold virtual meetings, if they so wish.

The Clerk went through the proposed changes.

The meeting resolved to agree to the proposed change to the Trust Deed, and instructed the Clerk to act accordingly.

Proposed: Duncan Farrington Seconded: Kim How Decision: Unanimous

9. Any other matter the Trustees may wish to raise.

John Reynolds explained the background to his becoming a Trustee for a three year period and explained that he had suggested that Dean & Shelton PC appoint a Cllr as one of their Trustees (as the other three parishes do). However they had chosen not to do so, apparently believing Cllrs should not be Trustees.

It was agreed that when the Clerk contacted the four Parish Councils regarding the proposed Trust Deed changes, he should also explain the Charity Commission guidance on Cllrs as Trustees.

Chris Pentland, on behalf of the Trustees, thanked John Reynolds for his service to the Trust.

10. To agree the date of next meeting.

The meeting agreed to hold the next meeting on Weds 27th April 2022, starting at 7:30 pm, with an application deadline of 1st April 2022. The Minor Awards Committee meeting as required. The Clerk was authorised to make the necessary arrangements.

Issued on 16th February 2022.

Chris Pentland
Chair of the Trustees

Mark Hunter
Clerk to the Trustees

