

Grosmont Futures – Minutes of Meeting 11 February 2021, 6.30pm, via Zoom

Present

Jan Chatfield (JC), Oliver Huntsman (OH), Witek Mintowt Czyz (WMC), Alex Minford (AM), Jane Moggridge (JM), Deb Nevill (DN), Lynne Potter (LP) (Chairman), Jo Whitaker (JW), Mark Whitaker (MW), Peter Willis (PW).

Apologies

None

1. Minutes of the Meeting held on 28 January 2012

The minutes were accepted as an accurate record.

2. Action Points from the Last Meeting

Dropbox – DN confirmed that the Grosmont Futures File had now been set up in Dropbox. She suggested that any working document, including those in Dropbox, should initially be sent/shared by email and on completion transferred to a relevant folder in Dropbox.

Agreed: To monitor the situation

Finances – OH confirmed that he had sent out the memorandum on the operations of the Lloyds Bank Account. It was suggested that any transactions would be ratified by recording in the **GF** minutes and the relevant emails put into Dropbox.

Agreed: This procedure was accepted unanimously.

Distribution of Address Lists – JC confirmed that she had sent out the distribution lists. There was some concern over the accuracy and **JC** and **JM** agreed to bring them up to date.

Action: JC and JM to update lists

GCC Zoom Account – DN reported that she had contacted the **GCC** clerk but they were not able to allow **GF** to utilize their Zoom Account currently for security reasons. However, Chloe, the landlady of the Angel Inn, had very kindly offered to let **GF** use her Zoom account for the foreseeable future. The committee were grateful and agreed that some form of thanks should be given.

Action: JC/DN to acknowledge

Framework Document – JM reported that she had received the document from **WMC** and would put it on the Grosmont Futures webpage.

Action: JM to add document to the webpage.

3 Matters Arising not included on the Agenda

None

4 Correspondence

None

5. Agenda

5.1 Finances

OH reported that the Lloyds internet bank account was now open. He is unable to use it yet as he is waiting for the debit card and login fob. **AM** said he would transfer the £750.00 that Grosmont Events has been holding, to give some working capital.

Action: AM to transfer money when the account is operational.

5.2 Review of Progress against GCH Project Timeline

PW reported that the work on Community Engagement and the Pre-Planning Phase had begun early so everything was on schedule with the timeline and slightly ahead.

WMC reported that he had not yet heard anything about the Energy Audit from **PW** contact.

Action: PW to follow up.

WMC informed the meeting that he had been in touch with the planning office. A pre-planning application had been made and the assigned planning officer would be Kate Bingham. Arrangements were being made to schedule a virtual meeting next week.

WMC emphasised that he did not anticipate too many problems with the planning, as this procedure had been gone through in the previous submission and there were existing permissions.

He felt that the Heritage side of the meeting was the most important, to throw up the red lines and clarify options. E.g. whether the undercroft could become an interior space; the use of double glazing; the removal of the existing staircase. It was thought that to discuss these issues before the questionnaire was circulated might be a good idea.

LP expressed an interest in attending the meeting with the planning officer.

Action: WMC and LP to attend meeting with the Planning Officer.

5.3 Administration

DN expressed concern over documents that needed to be signed. It was agreed that when a document had been approved it should be dated and put into Dropbox to await Covid19 restrictions being lifted.

DN said that an Admin Folder had been set up in Dropbox and any documents awaiting a signature would go into it

DN reported that Judy Mason had put together a Privacy Statement and Consent Form that had been circulated and approved. It was in the Admin Folder on Dropbox.

5.4 Community Engagement Feedback from Groups

Questionnaires – MW and **JW** had prepared a draft and sent it to **PW** who made some additions and circulated it. **LP** felt that it needed amendments. The introduction needed to be more succinct and the list of activities to be more specific. It was agreed to set up a sub-committee to look again at the questionnaire. **MW** and **JW** agreed to send out their original questionnaire to committee members.

LP, AM, MW and **JC** to meet to tighten up the questionnaire including **WMC** comments raised about the heritage options.

Action: Date for meeting of subgroup.

Display – JC reported that a draft of the plan and a risk assessment relating to the display had been circulated but her concern was that having checked the Welsh Government guidance, it looked as if it was not going to be possible to invite members of the public to come to an event. Any measures that had been put in place to mitigate the rules for a Level 4 lockdown were not sufficient.

Alternatives were discussed: Virtually, but that could cause problems with GDPR and those who are not online; take over the whole of the village notice board; use the area in front of the Angel Inn.

It was decided to plan as if the display were going to take place and see what decisions are made by the Welsh Government.

JC informed the meeting that she would like to buy a bilingual banner to hang outside the Town Hall for the duration of the project. The cost of this would be £75.00. **JC** also reported the purchase of 2 tabletop display boards at a cost of £77.00.

Action: Purchases agreed. JC to buy Banner.

DN suggested a Logo Competition for children with the winning entry included in one of Patrick's lenticulars. This could be hung on the Town Hall and at the end of the project given to the winner if the sign was not in keeping with the building. It could cost in the region of £100.

Action: All to look at video clip on Dropbox and have their say..

Data Review of Gaps –PW confirmed that the questionnaire reflected previous work with the Community and any gaps were covered in it. **LP** mentioned that she would like to see some inclusion of care of wildlife and the environment.

5.5 Next Steps

AM reported that he had spoken to the **GCC** Clerk, Clare, about the **JC**. She had been positive and wants to be involved. She has limited time but would like to receive the agenda and already gets the minutes. She has not seen the timeline document. Her main role is to keep the **GCC** Chairman informed and ensure **GCH** is a permanent item on the **GCC** agenda.

AM reported that the **JC** would initially aim to meet by telephone every 4 weeks and that may change as the project advances.

**Action: JC/DN to send copy of the Timeline to the Clerk
AM to set date for meeting**

5.6 AOB

Sub-Group Meeting to Discuss Questionnaire -this was set for Wednesday 17 February at 5.30 on Zoom.

Community Green Energy Fund – JC asked whether there was any funding available from the above. **JM** said that the last grants were awarded at the end of November 2020. She was not certain when any grants would be available in the future.

Action: JC to ask WMC about this matter

Prize Draw – DN asked whether it was the right time to go ahead and ask local businesses for contributions to the prize draw for the questionnaire returns. **PW** said he thought it would be quite an acceptable thing to do to buy prizes from locals, e.g. craftspersons.

Date of next meeting

Tuesday 23 February at 6.00 on Zoom.

There being no further business the meeting closed at 7.55pm