

Grosmont Futures – Minutes of Meeting 18th January 2022, 6.00pm, via Zoom

Present

Committee Members: (*= Co-opted)

Deb Nevill (**DN**), Lynne Potter (**LP**) (Chair), Mark Whitaker (**MW**), Oliver Huntsman (**OH**), Jan Chatfield (**JC**), Jo Whitaker (**JW**)

Members of the Public:

Jane Moggridge (**JM**)

Also in attendance:

Peter Willis (**PW**) Severn Wye/Rural Futures

Apologies

Alex Minford (**AM**), Peter Clarke (**PC**)

LP welcomed everyone to the meeting and reminded those present that **DN** had scheduled three consecutive Zoom meetings to allow log-in as each free 30-minute session ends.

Minutes of the Meeting held on 5th January 2022

The minutes were accepted as an accurate record.

Action Points from minutes 5th January 2022:

Agenda item 2 – CIO Application.

LP reported that the Clerk has forwarded a number of GFCC policies which have been saved in Dropbox/work in progress/policies. **JC** noted that **PW** has also provided copies of policies, we now have templates for most policies required, apart from a Risk Register. **LP** proposed that developing the GF policies was not a high priority and could be carried forward to later in the year. **AM** has submitted the amended CIO Application to the Charity Commission.

Agenda item 3 – Steering Group.

LP & AM have had a telephone conversation with David Hughes Chair of GFCC who confirmed the commitment of GFCC to the project and recognised the importance of a timely meeting of the Steering Group. A summary of the call was circulated to the GF committee and is saved in Dropbox/Work in Progress/Steering Group

Agenda Item 5 - Capital Development Grant (CDG) Application

Bio-info received from **AM, OH & DN**.

Action: LP, JW, MW & WMC to forward relevant bio-info to JC.

AOB – Future of the Shop and PO. The Post Office have confirmed that they intend to retain a presence in the village, but the actual nature will depend on a review of recent usage. The Shop will only be opening in the mornings for the foreseeable future.

Matters arising not included on the agenda

None

Correspondence -

There had a been a flurry of emails from Councillors regarding the Steering Group meeting, culminating in the meeting being arranged for 17th January – see agenda item 3.

At the Council meeting on 10th January 2022 GFCC decided that Clerk and Chair would meet with representatives from GF to address the Partnership Agreement. This was confirmed in an email to **LP** on 13th January and the Clerk, Robert Wade will suggest dates for this meeting.

Agenda

1. Finance

OH, informed the group that there have been no payments since the last meeting and the current balance of the account remains £316.79.

2. Zoom Meetings

As the Angel no longer has a Zoom account DN suggested that we ask GFCC if we could use their account for our meetings. We would need to log on as an Independent Host. If this is not possible then it would cost us £120 pa for a Zoom account.

Action: DN to contact Robert Wade Clerk to GFCC to ask if we can use their Zoom account

3. Steering Group

The inaugural meeting of this group took place by Zoom on 17th January with **AM, LP, JC, PC & PW** attending on behalf of GF and Councillors Andy Farr, James Stark and Peter McVann attending on behalf of GFCC. Also, in attendance as Observers were Robert Wade (minute taker) and Councillor Paul Sheridan.

The meeting went better than expected, although there was cautious input from GFCC. There is room for optimism and evidence of a movement towards recognition and understanding of the project and the role of GFCC in delivering it. However, it was not clear that GFCC understood that the Partnership Agreement is for the duration of the project including the planning and developmental stages rather than just a landlord/tenant agreement once the Hub is up and running. Robert Wade is a calming and professional influence and **is** engaged in the Project.

PW presented a summary of the pros and cons of the funding options to the Steering Group; this was shared at this GF meeting and is attached as an addendum to these minutes and is saved in Dropbox/work in Progress/Steering Group. **PW** explained that he has identified an alternative, potential grant from the Architectural Heritage Fund. It is unclear how much money will be available for 2022-23, although funding for repairs could be included as part of the whole project. Applications for this grant open in July 2022. The other potential grant is from the NLF Heritage Lottery Fund, but this would require GF/GFCC to introduce an element of Heritage into the project design. The Town Hall is a listed building and as such eligible for this grant, but that is not enough in itself to qualify for the grant.

PW outlined the next steps to be taken, the majority of which will be the responsibility of GFCC. The GF Steering Sub-Group will review any duplications between the Hub project and repairs to identify any savings that can be made (Bullet point 2).

The next meeting of the Steering Group is scheduled for 31st January, LP will contact the GFCC Clerk to ask him to ask the members of GFCC Sub-Committee to review the next steps that are their responsibility prior to this meeting.

Actions required prior to Steering Group Meeting 31/01/22:

GF Steering Sub-Group to review Bullet point 2

LP to contact Robert Wade to ask GFCC Sub-Committee to review next steps

4. Partnership Agreement

It has been agreed with GFCC that the Clerk and Chair will meet with representatives of GF to develop a partnership agreement for the combined Grosmont Community Hub and Town Hall repairs project that will be acceptable to both parties and meet the requirements of the funder.

Representatives from **GF** will be **AM, PC** and **PW** with support from **JC** as required. The draft partnership agreement presented to GFCC late summer last year will be used as a basis for discussion. Dates for this meeting will be suggested by Robert Wade GFCC Clerk.

5. Capital Development Grant (CDG) Application

Bio-information received from **AM, OH & DN**, could remainder of Committee send info to **JC**. The main hold up on the CDG application is the partnership agreement, otherwise just about ready to be submitted. The long-term future of the village shop is unclear and a reference to this could be added. GFCC need to complete the first sections of the application. **PW** to send a copy to the new Clerk for him to complete.

There needs to be a mini meeting of the CDG subgroup to finalise the application once first section has been completed by GFCC. When ready GFCC will be responsible for submitting the application.

Actions:

LP, JW, MW & WMC to forward relevant bio-info to **JC**.

PW to send a copy of the application form to Robert Wade, Clerk to GFCC for completion.

8. AOB

None

Date of Next Meetings:

GF Committee meeting Tuesday 1st February 2022, 6.00pm via Zoom

Joint Town Hall Steering Group – 31st January 2022, 7.30 via Zoom

Joint GF GFCC meeting to discuss the Partnership Agreement **TBC**

Actions Arising		
Agenda item	Action GF Meeting 18 th January 2022	Responsible
2. Zoom Meetings	Contact Robert Wade Clerk to GFCC to ask if we can use their Zoom account	Debs Nevill
3. Steering Group	To review Bullet point 2 prior to Steering Group Meeting 31/02/22	GF Steering Sub-Group LP, AM, PC, JC, PW
3. Steering Group	To contact Robert Wade to ask GFCC Sub-Committee to review next steps	Lynne Potter
5. CDG Application	To forward relevant bio-info to JC.	LP, JW, MW & WMC
5. CDG Application	To send a copy of the application form to Robert Wade, Clerk to GFCC for completion.	Peter Willis

There being no further business the meeting closed at 7.08pm

Addendum:

Advantages and disadvantages of funding options and next steps

Funding option	Advantages	Disadvantages	Comments
Loan	<ul style="list-style-type: none"> • High level of confidence of success. • Can be used as match funding • Work can begin asap. • Independent of any grant conditions 	<ul style="list-style-type: none"> • Some of the maintenance/repairs probably ineligible. • Increase to precept. 	
Rural Futures (£140-£200K)	<ul style="list-style-type: none"> • Money already ringfenced • Funding provisionally raised to £200k • Flexibility of what it can cover 	<ul style="list-style-type: none"> • Needs to meet eligibility and terms and conditions of NLCF. • Will only know full plans and accurate costings following CDG stage and these will be needed for additional grant applications 	GFCC is lead applicant 2 stages: CDG and Full application. CDG stage up to 8 months Full application end of the year.
Architectural Heritage Fund (possibly up to £50K)	<ul style="list-style-type: none"> • Will fund repairs as long as part of a wider project. • Previous years funds up to £50k • Match funding encouraged. • Less onerous than some other funders. 	<ul style="list-style-type: none"> • Funding for 22/23 not known until March/April 	July deadline for applications Only payable on confirmation of securing the wider project funding
Heritage Lottery fund (Up to £250k)	<ul style="list-style-type: none"> • Match funding will be looked on favourably 	<ul style="list-style-type: none"> • Will have to submit when know full project details (post CDG stage) • Wont fund repairs unless part of a wider wellbeing project • New heritage element needed- which requires more work. • Very Competitive 	
Other Grants TBC			

Suggested Next Steps

- 1. Repair strategy: Finalise how much is required for repairs, for what and when by exploring:**

- Which elements can/ can't be funded by loan?
- Which are duplicated in the hub project budget?
- Whether any are low priority /unnecessary at this stage?
- Whether any repairs are urgent and need to be completed before full grants are secured (early 2023)? [Witek has identified £32k plus contingency = £40k as urgent]
- How much GFCC is willing/ permitted to borrow?

2. Agree a funding strategy based on the agreed repair budget and hub project budget

3. Submit Capital Development Grant application (phase 1 of Rural futures funding) Requires:

- Knowing Full project budget (inc repairs)
- Everyone understanding and supporting the whole project
- A suitable Partnership agreement between GFCC and GF
- Application requires Section 1- admin about GFCC completed
- Agreeing a legal contact and day to day contact from GFC