

# Chelveston Wind Farm Community Benefit Fund

## Minutes of a meeting of the Chelveston Wind Farm Community Benefit Fund, held on Monday 26<sup>th</sup> January 2015 at the Dalton Community Hall, Upper Dean.

Attending: Trustees - Robin Mackonochie – Chair of the meeting  
David Butter  
Duncan Farrington  
Kate Gelder  
Charlotte Goodson  
Kim How  
  
Mark Hunter – Clerk  
  
Chris Riggs – Dalton Trust & D&SPC representative  
Kevin Wells – Dalton Trust & D&SPC representative

### 1. To receive apologies for absence.

Adrian Dale and Mick Izzard 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 9<sup>th</sup> October 2014.

The minutes (CBF/MIN/003) of the meeting of 9<sup>th</sup> October 2014 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: Kate Gelder                      Decision: Unanimous**

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

The Clerk reported on the progress with the previously awarded grants and further correspondence with HMRC and the Charity Commission. The meeting considered the suggestion to consult a charity accountant, but felt the costs of such advice did not warrant the minuscule benefit (reclaiming tax on the bank interest).

As four grant applications had been received from Parochial Church Councils (PCCs) and since PCCs are established by statute [*ss2-3 Parochial Church Councils (Powers) Measure 1956*], it was suggested that the Grant Application forms be updated to show that PCCs did not need to provide their constitution details, as per the exemption for Parish Councils.

The meeting agreed to update the application forms and instructed the Clerk to act accordingly.

**Proposed: Kate Gelder                      Seconded: Charlotte Goodson                      Decision: Unanimous.**

The RPI uplift values had been applied to the October 2014 capital payment (£27,375.62) which had been paid into the bank, of which £7,000 had been transferred to the Deposit account.

### 5. To determine grant applications.

In addition to the three deferred applications, four new applications had been received, though one has since been withdrawn. One enquiry had been declined as it was outside the four parishes. One further application had been received, but too late for this meeting.

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*CBF-GA-14-003: Dalton Charity, Deans – play area works* (revised application for £5,921 + vat = £7,105.20). Additional information had been received to address the concerns raised at the previous meeting and representatives of the Dalton Trust attended the meeting to answer questions from the Trustees.

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

**Proposed: Kate Gelder                      Seconded: Duncan Farrington                      Decision: Unanimous**

*CBF-GA-14-004: Dalton Charity, Deans – play area works (plan B)* (application for £999). This application was withdrawn, following the award of CBF-GA-14-003.

*CBF-GA-14-005: Dalton Charity, Deans – safety fencing by stream* (revised application for £1,135). Additional information had been received to address the concerns raised at the previous meeting and representatives of the Dalton Trust attended the meeting to answer questions from the Trustees.

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

**Proposed: Duncan Farrington                      Seconded: Robin Mackonochie                      Decision: Unanimous**

*CBF-GA-14-011: Dean & Shelton WW1 Commemoration Committee – seed funding* (application for £249). The supporting information had been circulated before the meeting.

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

**Proposed: Kim How                      Seconded: David Butter                      Decision: Unanimous**

*CBF-GA-14-013: Hargrave Music Festival – costs of inviting 6-8 artists to the village as well as covering minimal administrative, ticketing and advertising costs* (application for £2,500). The supporting information had been circulated before the meeting. The Trustees had concerns about the submitted constitution. The Clerk advised the applicants were meeting later this month to revise their constitution.

The meeting decided to grant the application subject to a suitable constitution being submitted to the Trustees and instructed the Clerk to act accordingly.

**Proposed: Robin Mackonochie                      Seconded: Kate Gelder                      Decision: Unanimous**

*CBF-GA-14-014: Dean & Shelton Allotment Society – fencing and water supply* (application for £1,900). The supporting information had been circulated before the meeting. The meeting noted the applicants had not yet received planning permission for the change of use of the land.

The meeting decided to grant the application subject to planning consent being granted and instructed the Clerk to act accordingly.

**Proposed: Kim How                      Seconded: Duncan Farrington                      Decision: Unanimous**

The meeting reviewed Receipts and Payments Log (attached) and agreed the following payments –

|         |                                      |             |            |
|---------|--------------------------------------|-------------|------------|
| 2014.21 | Dalton Charity                       | Grant award | £ 7,105.20 |
| 2014.22 | Dalton Charity                       | Grant award | £ 1,135.00 |
| 2014.23 | D&S WW1 Committee                    | Grant award | £ 249.00   |
| 2014.24 | Hargrave Music Festival              | Grant award | £ 2,500.00 |
| 2014.25 | D&S Allotment Society                | Grant award | £ 1,900.00 |
|         |                                      |             | =====      |
|         | Total grant expenditure this meeting |             | £12,889.20 |

**Proposed: Robin Mackonochie                      Seconded: David Butter                      Decision: Unanimous**

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## 6. To adopt a Trustee Declaration form for declarations from future Trustees.

The meeting reviewed the template form from the Charity Commission which had been sent out before the meeting.

The meeting decided to adopt the declaration form and instructed the Clerk to act accordingly.

**Proposed: Kate Gelder                      Seconded: Charlotte Goodson      Decision: Unanimous**

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

Robin Mackonochie reminded the meeting that the first four Founding Trustees (David Butter, Duncan Farrington, Mick Izzard & Robin Mackonochie) would stand down in 2015, when the first four ordinary trustees would be elected or appointed by their parishes. Depending on the processes adopted by their respective parishes, the new Trustees could be identified anytime between 1<sup>st</sup> March and 1<sup>st</sup> June (earliest and latest dates for an Annual Parish Meeting or Assembly).

Robin Mackonochie reminded the meeting the Clerk would require his salary payment by the 31<sup>st</sup> March and requested the meeting approve the £1 payment.

The meeting decided to pay the Clerk's salary and instructed the Clerk to act accordingly.

**Proposed: Robin Mackonochie      Seconded: Duncan Farrington      Decision: Unanimous**

## 8. Date of next meeting.

The meeting agreed to hold the next meeting on Monday 30<sup>th</sup> March 2015, with the application deadline of 16<sup>th</sup> March 2015. The Minor Awards Committee meeting as required. The Clerk was authorised to make the necessary arrangements.

Issued on 26<sup>th</sup> January 2015

Adrian Dale  
Chair of the Trustees

Mark Hunter  
Clerk to the Trustees

