

# 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> October 2015 at the Hargrave Village Hall.**

Attending: Trustees - Robin Mackonochie – Chair  
Adrian Dale  
Duncan Farrington  
Kate Gelder  
Charlotte Goodson  
Kim How  
Jane Seaman  
  
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 and Charlotte Goodson both declared an interest in the Deans Under Fives grant application (Kim as a member of a “rival” organisation and Charlotte for helping draft the application).

**3. To approve the minutes of the meeting held on 15<sup>th</sup> June 2015.**

The minutes (CBF/MIN/006) of the Annual Meeting on the 15<sup>th</sup> June 2015 had been circulated before the meeting.

The meeting resolved to approve the minutes with no amendments and the Chair duly signed the minutes.

**Proposed: Adrian Dale**

**Seconded: Kim How**

**Decision: Unanimous**

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

The Dalton Trust (Deans) had included an acknowledgement of the funding received from the Community Benefit Fund in their Annual Report.

The annual uplift in accordance with the RPI formula in the S106 agreements had been agreed with CRE and the October 15 expendable capital payment had been received (£27,673.88). Interest totalling £7.02 had also been received.

The Clerk had requested two payments since the last meeting, being the Data Registration (£35.00) and a stationery bill (£10.05) which had been approved by the Trustees.

Unity Trust Bank had completed the changeover of its clearing bank to NatWest, and the new cheque book with the changed sort code had been received.

**5. To determine grant applications.**

*CBF-GA-15-006: PCC of St Mary's Church, Yelden – grant for entertainer for the Harvest Supper (fundraiser)* (application for £245). The supporting information had been circulated before the meeting.

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

**Proposed: Adrian Dale**

**Seconded: Kate Gelder**

**Decision: Unanimous**

# Chelveston Wind Farm Community Benefit Fund

CBF-GA-15-007: Deans Under Fives Group (grasshoppers), Deans – grant for a Nexus 7 Tablet (application for £100). The supporting information had been circulated before the meeting.

Duncan Farrington asked about the status of the organisation. It was confirmed the group had applied as a charity. Kim How and Charlotte Goodson did not take part in this item.

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

**Proposed: Adrian Dale                      Seconded: Kate Gelder                      Decision: Unanimous**

CBF-GA-15-008: Dean & Shelton Allotment Society, Deans – uplift of funding for additional fencing and lockable ball box (application for £231). The supporting information had been circulated before the meeting.

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

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

CBF-GA-15-009: Dalton Trust, Deans – replacement of community hall lighting with LEDs (application for £3,805 + VAT = £4,566). The supporting information had been circulated before the meeting.

The information provided differed from previous application CBF-GA-14-017 in that the usage costs of the existing lights were higher (approx. 4,634 Kwh on this application instead of 2,548 Kwh given previously) and a lower energy tariff (11.8p/Kwh now instead of 18p/Kwh previously).

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

**Proposed: Adrian Dale                      Seconded: Jane Seaman                      Decision: Unanimous**

## 6. To approve administrative expenses.

The meeting reviewed Receipts and Payments Log and agreed the payment to the Hargrave Village Hall for hall hire (£5.00).

Balance brought forward			£18,671.25
2015.06	ICO	Gen Admin	£ 35.00
2015.07	UTB (Interest Apr – Jun 15)	Interest	£ 3.49
2015.08	Colemans (stationery Jul 15)	Gen Admin	£ 10.05
2015.09	UTB (Interest Jul – Sep 15)	Interest	£ 3.53
2015.10	CRE	Capital	£27,673.88
2015.11	St Mary's PCC, Yelden	Grant award	£ 245.00
2015.12	Deans Under Fives Group	Grant award	£ 100.00
2015.13	Dean & Shelton Allot Society	Grant award	£ 231.00
2015.14	Dalton Trust	Grant award	£ 4,566.00
2015.15	Hargrave Village Hall	Hall hire	£ 5.00
			=====
Balance carried for forward			£41,250.10

**Proposed: Charlotte Goodson   Seconded: Duncan Farrington                      Decision: Unanimous**

## 7. To agree a change to the meeting arrangements for the Minor Awards Committee, such that they can meet virtually.

During August, an attempt had been made to hold a Minor Awards Committee (MAC) meeting. This had proved unsuccessful, with the summer holidays making a physical meeting of the four named Trustees (Adrian Dale, Kate Gelder, Charlotte Goodson and Kim How) difficult. A

# Chelveston Wind Farm Community Benefit Fund

suggestion to pay for a POW-WOW teleconference service did not receive support and s4.2 of the Managing Document does not permit the award of grants by electronic media.

As a result, it has been suggested that s4.2 of the Managing Document be amended to allow minor awards to be granted by electronic media and a suggested amendment was

*4.2 Where possible, the administration between meetings will be conducted by electronic media. This will include approval for expenditure for administration and governance items, but not grants. Such approvals will require a minimum of 5 Trustees. An exception to this will apply to the Minor Awards Committee, where not less than 3 Trustees may grant minor applications by means of electronic media.*

The meeting decided to amend s4.2 as suggested and signed the revised Managing Document.

**Proposed: Charlotte Goodson    Seconded: Kim How**

**Decision: Unanimous**

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

Duncan Farrington explained a possible future proposal for Hargrave, in setting up a charitable trust to hold land for the amenities for the parish, should any become available. In effect this would be similar to the existing Dalton Trust in Dean & Shelton Parish

## **9. Date of next meeting.**

The meeting agreed to hold the next meeting in February 2016 in Dean, 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 30<sup>th</sup> October 2015.

Robin Mackonochie  
Chair of the Trustees

Mark Hunter  
Clerk to the Trustees

