



MORETONHAMPSTEAD DEVELOPMENT TRUST

Green Hill, Fore Street, Moretonhampstead

Devon, TQ13 8LL

Telephone: (01647) 440775 Fax: (01647) 440775

E-Mail: admin@moretonhampstead.com

Website: www.moretonhampsteadtrust.org.uk

Registered in England & Wales

Company No. 5133939

Registered Charity No. 1105114

Directors' Meeting

Thursday 4 February 2021 on Zoom

AGENDA

1. John Willis, , Jenny Bates, Bob Small, Andrea Foxwell, Liz Prince, Richard Foxwell, Alastair Wimberley, Henry Reddaway, Cameron Caverhill, Liz Gavrilenko, Emily Dooley, Frank Loft, Penny Simpson, Peter Nottingham, Camilla Rooney (Minutes)
2. Apologies
Nina Bailey
3. Declarations of interest
John Willis, Jenny Bates: Members of NEDCare Board, tenant of the Trust
Cameron: Standing declaration about his legal work for the Trust
Liz Gavrilenko: a tenant of the Trust
4. Minutes of October meeting (attached) and Matters Arising
The minutes were proposed and accepted, with the following matters arising:
 - 4.a The installation and removal of Christmas trees around Moretonhampstead went well, as did the Shop Local Challenge. Trustees congratulated Camilla for her organisation of the trees.
 - 4.b. Margaret Spittles has prepared new photos for the Visit Moretonhampstead site but her meeting with Georgie has been delayed due to personal circumstances.
 - 4c. The AGM went well. Not many people joined the meeting but that was expected under the circumstances. Nina Bailey has been accepted as a Trustee.
 - 4d. The Vision, Mission and Values for MDT have been finalised and priority areas agreed upon, but the strategic goals still need to be outlined.**Action: John and Liz to discuss next steps.**

5. Planning our way through the lockdown: Green Hill building and Arts – Camilla, Frank, Andrea
- 5a.** Camilla said that Green Hill has reverted to the model used in previous national lockdowns until further notice. Tenants are able to access their spaces but notify each other using a Green Hill WhatsApp group. Camilla has contacted all tenants about their plans for the coming year, and most have confirmed that they are planning to renew and will give as much notice as possible if they do not.

Scheduled maintenance visits are continuing as normal as well as small internal repairs as needed. Attempts are being made to schedule the external work to the front elevation around GHA 2021 programme, either in March or between exhibitions in July depending on weather conditions.

5b. Andrea said that the first 2021 GHA exhibition will be photography by Paul Moody (1st April – 19th June) followed by Moth, an exhibition of the work of Sarah Gillespie (1st July 1 – 4th September), and ending with a longer Winter Show (30th September – 23rd December.) It was not possible to include the planned Pine Feroda exhibition which is a shame. Andrea is currently writing an Arts Council England bid for a two-year project focusing on reinventing seasonal rituals such as May Day, as well as support with the systems and structures within GHA to provide more support for Georgie. The final stage is to work out the budget, which Peter has been supporting. Andrea is aiming to submit in mid-March and the response will take around three months. As a precursor there will be a 24-hour May Day event centred around a flagpole installation in the Sentry with COVID-safe distancing in place.

Alastair asked if there was any progress with the flagpoles: **Andrea said she would check.**

Penny said the Parish Council has approved GHA's plans for May Day. Bob offered assistance with traditional aspects of May Day celebrations which Andrea welcomed.

6. Staffing and Finance Cttee report inc Hospital – Liz P / Peter
- Liz P circulated Peter's report comparing 2020 forecasts against actual which was better than anticipated, due to the decision to delay external work (£8500), a 6-month mortgage holiday (£3000) and steady and continued rentals throughout the year. Overall there was a slight profit of £2K last year.

Peter added that the year ahead will be challenging to everyone, but he has been encouraged by the budget planning being done by the Arts and Wellmoor. Peter highlighted the debt on the hospital (due to disputed service charges) which is yet to be resolved and is significant. He has spoken to James Unwin, Facilities Service Manager from NHS Property Services to discuss expectations and has since drafted a letter asking him to compromise our debt. The letter made an offer based on our original business plan which is likely to be subject to negotiation. Richard pointed out that the loss of NiM has made a big impact on the photocopier income but mentioned that Camilla is looking into the capacity of the device for stapling which may allow NiM to return.

7. Climate Emergency – John / Liz P

MDT has formed a climate emergency working group with the Parish Council which has resulted in a Carbon Action Plan which outline some of the steps initiatives which have been discussed and agreed. Many are smaller and already in progress, and others are more complicated and require specialist support, such as Renewable Energy. The Trust has looked into RE before but John suggests there may be a shift in thinking with Dartmoor National Park due to the emerging climate crisis. There are several grants out there but progressing them can be complicated and time-consuming. John is in the process of getting free advice which

may help move the idea forward: **to report back**. John asked if the Board were happy to support the plan and all were in agreement.

Liz P pointed out that 2021 will be an important year for climate action in the UK as a Climate Emergency Bill is being put to parliament in April and Glasgow will be hosting COP26 (the UN Climate Change Conference) in October.

Jenny asked if any discussion had been going on with Baker Estates, the contractors responsible for the housing development at Thompsons. John said he met with them before they had planning and their spending emphasis was on heritage rather than low carbon housing. Penny suggested MDT and PC arrange a meeting with Baker Estates to put our concerns to them in light of the carbon emergency.

Action: John to speak to Vivienne about making a joint approach

Penny said that the working group has been working on a response to the Devon Carbon Plan. She advised requesting a hardcopy which contains many interesting examples and references for organisations to pick up on. The plan is for MDT and PC to do two consultation responses backed up by a joint letter.

Action: Camilla to fill in application on behalf of MDT board and raise any queries on responses with John.

Steve Coxon has designed a template poster for the Green Tips which will be going out shortly. The PC has paid £50 for the first one and will be asking different local businesses to sponsor future posters.

Liz G has been in touch with Community Action Groups (CAG) Devon who help set up community fridges and larders and are currently focussing on supporting Teignbridge and Mid-Devon. The conversation is at a fairly early stage and Liz G suggested it might need a working group. She asked anyone who was interested to get in touch directly.

8. Wray Valley Trail extension: the Greenway – Alastair

Alastair, John and Liz are part of a Wray Valley Trail extension working group with several Chagford residents. There were around 100 respondents to an initial survey about the cycle path extension with around 98% in favour. A Crowdfunder has been set up to pay Sustrans to carry out a feasibility study. This has successfully raised over £4000, partly due to a large contribution by West Devon District Council.

Liz P added that there has been lobbying going on to put the Wray Valley Trail extension on Devon County Council's priority list which would help galvanise support. Penny said that Jerry Brook has expressed support for the idea as a way to boost both tourism and green travel, but has suggested that priority is being given to urban cycle development at the moment. The board confirmed that the Trust is supportive of the project.

9. Kick-start scheme (apprenticeship) – Camilla

Camilla said that she has made a successful application to host a Kickstart placement. This is part of a wider government initiative providing funding to employers to create job placements for 16 to 24 year olds on Universal Credit. MDT would be part of a consortium of smaller organisations offering placements with Teignbridge District Council acting as a Gateway Agency. The placement would be 25 hours a week for six months, and is fully funded by the government paying national minimum wage. Employers also receive a grant of up to £1500 for any necessary equipment, training and materials. Referrals are made by the Job Centre and there is no obligation to appoint.

Camilla has drafted a job description for a placement which would be providing administration assistance in different areas of the Trust, with opportunities to work on specific projects based on our strategic priorities as the placement progresses. She is happy to act as mentor and oversee the placement.

Liz G said it was good to keep the job description quite broad as the placement would vary a lot. Camilla said she was keen that no previous experience was required and focus instead on attitude, interest and connection to Moretonhampstead.

The board approved the job description and Camilla will report back on progress.

10. Post Office and Library developments – Camilla / Pete

10a. Camilla has been supporting Bowring Library Charitable Trust with its application for an asset transfer of Bowring Library which has recently been finalised and submitted to Devon County Council. If all goes well financial pledges will be unlocked which will potentially allow external work to commence on Bowring Library in summer.

10b. Camilla also arranged a scoping visit at Bowring Library with Matt Walls, the Area Network Change Manager and it was deemed a feasible location to host Post Office services. Set-up costs were estimated to cost around £13K, and these costs are no longer covered by the Post Office. Camilla shared this information with Steve Turner, Head of Commercial & Innovation at Libraries Unlimited, who has since arranged to speak directly to Matt.

John said that there had been hopes that the Information Centre could rent the old Post Office building from the new owner but the rent being asked was too high to make it feasible.

Bob said that set-up fees would be difficult to accommodate at the library which would not be able to justify it with increased trade.

John suggested that MDT lobbying Mel Stride to reinstate set-up costs would really help improve the chances of a Post Office at the library and encouraged Penny to ask the PC to do the same. Alastair suggested going to the wider community for support and Camilla said that would be useful if plans progress.

11. Wellmoor projects, Hospital – Richard, Camilla

11a. Richard said that there has been lots going on due to the increased health and wellbeing needs due to the latest lockdown. The Care Line has been reinstated and Wellmoor is now looking to recruit and train volunteers for phone befriending in partnership with Morecare. The Community Allotment continues to progress well under the excellent Allotment Steering Committee Chair Julia Oliver. Funds are being raised to include a greenhouse on site, and a new Green Prescribing initiative is being launched allowing GPs to signpost patients to the allotment for volunteering opportunities.

Camilla added that there had also been good progress with the digital projects. Move Moor, which provided virtual strength and balance classes, has recently come to an end and feedback from participants has been very positive. Wellmoor is currently recruiting for a new digital project called Let's Get Connected which will provide activities and social opportunities to people receiving domiciliary care. Wellmoor has also been approached by Derby University and will be providing virtual placements for two Music Therapy masters students, who will probably be providing sessions for residents at Coppelia.

Wellmoor has also taken on a small contract to organise the North Dartmoor Primary Care Network which was providing good networking opportunities.

11b. Richard said that most RD&E staff had left the hospital and are based in Okehampton. Tom Waterfall had put together a proposal to turn the hospital into a health and wellbeing hub

and Richard has been encouraged by the Clinical Commissioning Group to submit a bid for a feasibility study. He has been waiting for the results of Peter's service charge discussion with NHSPS and so will now proceed.

12. Housing project (Live Work Units) – John

John said there had been little progress since the last meeting on the housing project. He is still waiting to receive the contamination study report which is required by planning and will allow the option for MDT to buy the land.

13. Next meeting date

Finance and Staffing Committee meeting: 29th April

Board meeting: 6th May