



MORETONHAMPSTEAD DEVELOPMENT TRUST

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Registered in England & Wales

Company No. 5133939

Registered Charity No. 1105114

Directors' Meeting

THURSDAY 26 AUGUST 7 pm at Green Hill

DRAFT MINUTES

1. Present

John Willis, Liz Prince, Emily Dooley, Richard Foxwell, Bob Small, Andrea Foxwell, Nina Bailey, Alastair Wimberley, Penny Simpson

In attendance: Lucy Connolly, Camilla Rooney (Minutes) (On Zoom)

2. Apologies

Liz Gavrilenko, Cameron Caverhill, Jenny Bates, Peter Nottingham

3. Declarations of interest

John Willis: Member of NEDCare Board, tenant of the Trust

4. Minutes of 20 May meeting (attached) and Matters Arising

The minutes were proposed and accepted, with the following matters arising:

4a. Bob Small has not received a response from his letter to Mel Stride highlighting the barrier of set-up costs in establishing a Post Office.

4b. Camilla did not ask Owen to wash paintwork in porch entrance area as contractors completed repainting work late June. Contractors will come back in September to do the sides of building. Liz P reminded Camilla that the edges of opening windows should be done as part of the work.

5. Wider engagement as per Strategic Plan: moving it forward (Awayday, AGM?).

Communications, website

An updated version of the Strategic Plan was circulated to all Trustees ahead of the meeting. Further updates included amending the Arts objective to reflect financial sustainability and including the date of most recent update. Trustees agreed that the Strategic Plan should be a standing item on the Board agenda and updated every meeting.

ACTION: Camilla to update Strategic Plan ahead of next Board meeting.

Richard pointed out that the Wider Engagement priority does not have a Trustee allocated to it and suggests a group of Trustees convene to take the objectives forward. It was agreed to wait until Liz comes back from holiday to confirm if she would be willing to work on it.

Lucy presented the work she has done updating the Trust's website and improving the social media presence. Some of the content and pictures are awaiting updates and Lucy would like to include photos of all Trustees individually and in a group for the About section. Lucy and Isla are working on blog posts to drive more traffic to site.

Trustees were really enthused by the new website design which looks clean and easy to navigate. Suggestions on improvements included:

- Summarising the history of the Trust using the model of the legacy leaflet, possibly as a downloadable document
- Change 'Organisations' to 'Community Partnerships' with brief information on NEDCare, Wellmoor and Green Hill Arts as well as other organisations and links to websites
- Add Carbon Calculator to 'Environmental Action' page
- Include Affordable Housing project under 'Project Work' when more details have been finalised

Camilla explains that she and Liz ran out of time to plan for a second strategic planning day/Away Day before she started her maternity leave. John suggested that the AGM could be an opportunity to present the strategic plan. However, Trustees were concerned that a public event would be difficult due to Covid risks. It was agreed to have a small AGM on Thursday 21st October. Accounts will be circulated to Trustees by email and a zoom Board meeting held on Thursday 23rd September to approve.

6. Trustees and Staffing: what's new

Frank Loft has resigned as a Trustee after many years of support, particularly on building management and helping set up NEDCare, and a unanimous vote of thanks was made to him. The Trust is looking at recruiting new Trustees and Richard has suggested co-opting Peter Turner who has been involved with the Wellmoor allotment and phone box projects and could provide support on practical building advice. It was agreed to put his name forward for election at the AGM.

ACTION: John to send a letter of thanks to Frank, and speak to Peter.

Peter has sent us his CV which will be circulated with all Trustees ahead of the AGM.

Other ideas for Trustee recruitment included putting a notice in next month's News in Moreton, adding information on the new Trust website and asking people personally. Skills gaps include communications, building advice and financial support for Green Hill Arts.

The two Kickstart apprenticeships are coming to an end, with Isla finishing on 27th October and Lucy finishing on 10th November. The scheme has been a great success and the Kickstart apprenticeships have been a real asset to the Trust.

Camilla will be going on maternity leave from 10th September. Edmund Phillips has been taken on for 2 days to cover core Trust administration, as well as 1.5 days of Wellmoor administration to cover Gina's departure. Camilla's Wellmoor Project Management maternity cover will be provided by Katie Taylor who is employed by Wellmoor on a freelance basis.

7. Finance Cttee report

Our Trust income mainly depends on our lettings at Greenhill. Despite Covid, only one tenant has had to leave and we currently have full tenancy. From Jan to end June income for Core and Centre Management was £20,330 and expenditure £21,900 (net -£1,570.) However, adding in the Covid grants this year of £12,000 has much increased our main bank balance.

The bank balance at end June £50,695. Against that the Trust has current liabilities of:

- Accountant's fees: £2,000
- External paint work: £8,500
- Mortgage: £2,560
- Hospital service charge: £16,500 (approx.)

The Arts Council England grant application by Green Hill Arts was turned down and by the end of 2021 the Arts Group will have no money. A group has been convened to discuss this emergency.

Restricted funds are just over £17,000: £14,700 in building and contingency funds and the rest in the Moretonhampstead Business Association and Bidder Memorial.

At end June Wellmoor had £10,500 in their account with about 10 different projects successfully running.

The Trust took out an initial loan of £75,000 in 2011 and made a lump sum repayment in 2017 of £6,900. Monthly repayments are £465. Capital still to be repaid at end June 2021 is £53,724. In 2020 the Trust took 6-month covid mortgage holiday but ended by owing more at the end of the year than at the beginning.

We are due to submit our accounts to Companies House by the end of September. Peter is dealing with accountants to ensure this stays on track.

8. Green Hill Arts: the new strategy

Paul Moody's photography exhibition was well received with over 700 visitors to the gallery and £5591 worth of sales during May and June. The current exhibition 'Moth' by Sarah Gillespie has had wide press coverage, notably a double page spread in both the Western Morning News and Devon Life Magazine. To date there have been over 600 visitors to the show with another month to go. Seven pieces have been sold from the exhibition with good, steady sales in the shop totalling nearly £10,000 worth of sales.

Green Hill Arts continue to have strong followings across its social media platforms, especially Instagram, and over 1500 newsletter subscribers.

As the application to Arts Council England (ACE) was turned down, Green Hill Arts is looking for alternative routes to support all aspects of the gallery and beyond. The Arts Group are in the process of sending a letter to Friends and Patrons asking for support as well as approaching local businesses about sponsorship opportunities with a goal of £20,000. In addition, the Winter Show may help generate profits. The Arts Group are also looking at resubmitting an ACE bid with some changes.

The Arts finances have been bolstered by the receipt of furlough monies of £6,800 and a Covid grant of £6,000. The reopening of the gallery has provided a boost and gross sales for this year are £16,384, generating a commission of £5,734.

9. Carbon Reduction Group report: Wray Valley Field, Community Buildings, Electric Cars

Lucy has updated the Carbon Plan for Moretonhampstead in a user-friendly format and promoted locally. Trustees said the introductory paragraph should make it clearer that this is a joint document involving the Parish Council and other local community action groups.

ACTIONS: Lucy to update introductory paragraph of Carbon Plan and send to Sam to circulate with Parish Council.

John circulated a map of the Wray Valley Field including demarcation of the area the Trust will own with Baker Estates owning the rest. There are still questions about the route that the path from the estate to the Trail will take: Baker will make a planning application. The current plan for our land is to leave it for a year to observe and gradually develop different areas and information boards. The transfer should hopefully go through in a matter of months.

Following approval by the Finance and Staffing Committee the Trust has allocated £6000 of its funds for developing environmental projects, including £1000 for helping community buildings reduce carbon, in particular the Parish Hall and Community Club. The assessor who carried out an EPC on Green Hill has agreed to act as a consultant on carbon reduction measures.

There have been 31 responses to the survey on a community car club which were overwhelmingly positive but at the lower end of Co-Cars expectations. Bob has been discussing next steps with Co-Cars but things are progressing slowly. Devon County and Teignbridge have been looking at putting electric car charging spaces next to Coppelia with charging stations. Penny said that the Parish Council have lodged an objection to this scheme and prefers electric car charging points to be located in car parks: we felt that views vary on this and what matters is the long term strategy.

10. The Hospital and Wellmoor projects

There has been no movement on the Hospital as meetings have been postponed multiple times. Liz G/Knead to Connect will not be renewing their lease as they have found an alternative site. The RD&E will also be taking less space. Richard believes that when the meeting does take place, NHS Property Services will put some temporary arrangements in place from January 2022

Wellmoor is working with Green Hill Arts and Villages in Action on a family-friendly event called 'Once in a Sentry' on Sunday 29th August which will include performances, workshops, live music, stalls and food and drink around a circus-theme. There will also be Wellbeing Network Event in Chagford's Jubilee Hall on Saturday 4th September.

The community allotment is busy as usual. There is a review of the green prescribing scheme as it is not as well used as it could be. Wellmoor's volunteer Peter Turner is keen to introduce Men in Sheds as part of the Allotment project national movement originally set up by Age UK to support older men who want to get together, share and learn new skills.

Wellmoor is running several projects with a digital focus, including a weekly activity group called Let's Get Connected, trialling a wellbeing app developed by Nottingham Trent University and exploring the potential of a digital service bringing arts for people in care homes.

Wellmoor continues to hold regular meetings with GPs and nursing teams and is an active member of the North Dartmoor Primary Care Network.

Bumps and Beyond is up and running, with three sessions before the summer holidays and ongoing sessions from September. Wellmoor has secured funding for the rest of 2021 and has established a Steering Committee.

11. Housing project

A friendly architect (John Dodds) has responded to our need to increase the units from 7 to about 18 of different sizes, and is working on new drawings, which can then be subjected to costings and projections on rent. This would possibly involve a completely new planning application. The Trust has put out a survey to gauge interest in affordable local housing and assess what types of dwellings are needed.

12. Wray Valley Trail extension: the Greenway

Alastair said there was a really positive reaction from the community to the scheme but the group has hit a wall with landowners when looking into different routes. Sustrans are due to release the result of their feasibility study at the end of August. It is possible that the compromise will be an improvement or a variation of Route 28, Sustrans route from Moreton to Chagford, which uses existing main roads.

13. Other projects: Christmas Trees - Post Office – Library – Youth Club

The Trustees agreed to repeat the Christmas trees, which would come under Edmund's Trust administration role.

There has been no progress in the reestablishment of Post Office services in Moretonhampstead. The Post Office building has been sold again, possibly as a base for food processing which won't need change of planning. The Co-op manager has said that they plan to have courier collection points next year and possibly the Royal Mail the year after.

There are no significant updates on Bowring Library. Camilla has been looking into the potential of funding from the Government's Community Ownership Fund which offers support grants to community groups who have identified a local asset at risk and want to bring it into sustainable community ownership.

There has not been an update from the Youth Club if they wish to restart in September. Jane Bowes has said that there is a staff shortage which needs to be filled.

John to talk further with Jane Bowes to see if the Trust can help.

14. Next meeting date

Zoom Board meeting to approve the accounts only: Thursday 23rd September 7 pm

AGM: Thursday 21st October 7 pm