



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 June at 5.30 pm on-line

1. Present

Alastair Wimberley, John Willis, Liz Prince, Richard Foxwell, Emily Dooley, Liz Gavrilenko, Andrea Foxwell, Jenny Bates, Penny Simpson, Henry Reddaway, Alison Hastie, Bob Small, Cameron Caverhill and Frank Loft

2. In Attendance

Camilla Rooney (minutes)

3. Declarations of interest

John Willis and Jenny Bates: Members of NEDCare Board

Liz Gavrilenko: Knead to Connect is a tenant of MDT

Cameron Caverhill: Standing declaration about his legal work for the Trust

4. Minutes of 31 March (attached) and Matters Arising

4a. Actions on rent deferrals, reductions or holidays for Green Hill tenants have been picked up by Finance and Staffing Committee.

4b. External building work is still on hold. Frank and Camilla will be discussing soon.

4c. Environmental work on hold. Moretonhampstead Biodiversity Group had successful PC bid through MDT for the Trees in Time project. Land for sale near Alastair has been taken off the market for the time being.

4.d Small Business Grant bid for £10K has been successful.

5. Wellmoor projects – Richard

5a. Allotment: The Community Allotment has a small but dedicated group of volunteers with Julia Oliver acting as Chair of Allotment Steering Group. Funding has been found to transport the summer house to the allotment, but the hospital is currently still using it.

5b. Care Line: Care Line has extended its scope to Chagford where it has been given warm welcome by Chagford PC and Health Centre but not many requests.

5c. Jaw Jaw and Tech: The Jaw Jaw pilot has just kicked off. Jaw Jaw is trialling the use of technology (Facebook Portals) to connect participants to creative arts workshops. The first sessions will be 6 weeks of singing workshops with Wren Music, followed by 6 weeks of dance/movement workshops. Wellmoor is developing ideas to extend Jaw Jaw, potentially providing strength and balance classes in partnership with the Moretonhampstead Health Centre. Wellmoor is also exploring the use of Amazon Alexa to help with social prescribing. It is likely that innovative use of technology will be a focus for Wellmoor going forward.

5d. Social Prescribing: Becky has continued to provide social prescribing services, but due to social distancing guidelines she is currently only providing telephone support. Her contract with MDT comes to an end at the end of June. West Devon CVS who provide funding for the role confirmed that there will be no financial margin for Wellmoor/MDT following this, and from 1st July she will be employed directly by West Devon CVS. Both Becky and Wellmoor are keen to continue a close working relationship in the future. Liz congratulated Richard for his tenacity in successfully establishing social prescribing in the area, a sentiment shared by all.

6. Library developments – Camilla, Penny

An extensive discussion about the future of the Bowring Library was held at the Parish Council meeting on Tuesday 2nd June. James Paxman Chair of the Bowring Library Charitable Trust (BLCT) outlined their proposal that the PC accept the transfer of the building from Devon County Council, which would then be sublet and managed by BLCT. The BLCT have secured £65K in pledges for building repair and current tenants have agreed to rental increases on new terms, including Libraries Unlimited on the Ground Floor.

Councillors raised concerns about the condition of the building and potential financial risk of taking it on. Councillors approved an amendment requesting more information, including an additional timber survey and an independent valuation demonstrating that the library would have a positive value when taking into consideration the cost of returning the building to a defect-free condition. The position of the BLCT was that the information that had been provided was adequate for the PC to make an informed decision, and Bas Payne resigned as Councillor as a result of the amendment being passed.

The BLCT have asked the PC to formally outline the information they require and will hold a Board Meeting in 2-3 weeks to consider next steps. Camilla has been in ongoing discussions with James Paxman and Bas Payne and has made an application to join the BLCT as a Trustee in her free time. She will attend the next BLCT meeting.

Cameron pointed out that, should the transfer go ahead, the risk would be passed on to the BLCT with the PC acting only as a backstop. Liz P, who has studied the business plan drawn up by Merlin Howse which informed the BLCT proposal, believes it is viable but would need to include the additional risk of non-occupancy. Jenny pointed out that there may be a greater demand for local working opportunities due to the current climate. All Trustees agreed that the library was an important asset to the community and that the MDT should support the transfer wherever possible.

Action: Camilla to report back following BLCT meeting.

7. Visit Moretonhampstead website – Penny

The Information Centre have expressed willingness to take on responsibility of the Visit Moretonhampstead website from the Parish Council with support from the MDT. The PC have

approved a one-off £500 fund to refresh the site, including new images, more pro-active work with businesses, and more links to and from social media. Approximately £1200/year would need to be fundraised thereafter for running costs, including technical support, licence fees and monthly updating. Fundraising would be the responsibility of the Information Centre, but MDT could potentially contribute from its Business Association restricted funds to support recurrent costs. Georgie has agreed to continue to support the updating of the website in partnership with the IC.

Camilla said the current format of the website was good and the £500 would be better spent on recurrent costs. Liz P said it would be difficult to fund the website in the long term and argued that the PC should provide a small regular commitment towards costs. Penny suggested that the IC may be able to apply for additional rounds to continue funding. Alison suggested linking the website to social media to help it stay relevant and fresh. Richard said that it should be established clearly that it is the IC who has chief responsibility for the website. Emily suggested that the MBA have a meeting to discuss this in more detail and pointed out we need a plan for Christmas.

Actions: John, Camilla, Georgie and Emily to establish meeting with Margaret Spittles to discuss next steps.

Camilla to approach Carnival Committee to discuss possibility of taking on Christmas planning.

8. Arts report and plans – Andrea

Georgie will remain furloughed until August when the scheme allows for flexible part-time working, which may continue until October. Latest Government advice suggests galleries and shops could open from 6th June but GHA have decided it is sensible to delay. GHA is working with Camilla to draw up a risk assessment for reopening. There are concerns about the age-profile of GHA's volunteer base, and it may be necessary to recruit more volunteers.

Gladys Paulus' work is still in the gallery, and GHA are considering 15th August (VJ day) as a potential reopening date for the gallery as it has appropriate links to the work. Chris Chapman will also be working with Gladys to create a documentary film for the website to coincide with the event.

Arts Council funding of £6K is still being processed and will be used to employ Carol Harvey for 12 days work. Carol has set up 'Creative Communities', a FB page for anyone in the area to post creative work. Future ideas include using house windows around town to display artwork as an outdoor gallery.

9. Staffing update – John, Liz P, Camilla

Trustees are very sad to report that Chloe will be leaving the MDT. She has been working for the Trust as Finance Officer for 5 years and has done a very good job, managing to get through a huge amount of work and establishing the new accounting package Xero.

Action: Camilla, Liz and John to establish interview date. Andrea to ask David Wortham if he could join the interview panel.

Camilla to create PayPal Money Pool.

10. Re-opening Green Hill – Camilla

Camilla has written a draft risk assessment for the phased reopening of Green Hill which has been circulated to all Trustees.

Action: Trustees to send feedback to Camilla by email.

11. Finance update – Liz P

The forecasts for Jan-March 2020 were pretty much matched by actual performance. Coronavirus has impacted dramatically on forecasted income. MDT has subsequently had 10K cash grant via Teignbridge. The Finance Committee have decided to treat the grant as two restricted £5K funds for both 2020 and 2021.

12. Next meeting date

20th August 2020 at 5.30pm or 7pm (TBC)