Coychurch Higher Community Council

Minutes of the Trustees Meeting held on

Monday 14th September 2015

Present:

|  |  |  |
| --- | --- | --- |
| Chairman: | John Powson | JP |
| Vice Chairman: |  |  |
| Members: | Mike Newth | MN |
|  | Susan Joseph | SJ |
|  |  |  |
|  |  |  |
| Clerk | Karyl Carter | KC |

Meeting commenced 1720:

(Nicole Jenkins – present)

**ACTION**

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| 1 |  | Apologies: Councillors A Owen, R Owen and N Oram. Due to the absence of R Owen, Chair, JP was appointed Chairman for this meeting. |  |
| 2 |  | Minutes: the minutes of the last meeting had been read.  JP proposed they be accepted. This was seconded by MN and agreed by all. |  |
| 3 |  | Declarations of interest: JP declared an interest to any matters pertaining to Mrs L Powson. |  |
| 4 |  | Matters arising: |  |
|  | 4:i | Plan of action to paint/tidy hall: The Clerk confirmed a new contact for the Probationery Service – C Luff. MN confirmed John Clarke from Streetscene has now retired and Lyndon Symmonds has taken over. MN to contact. | **MN** |
|  | 4:ii | Hall Hire Contracts: JP passed the Clerk a draft contract and the Clerk will review for October NC meeting. | **KC** |
|  | 4:iv | Constitution: it was agreed this item now be deleted. |  |
|  | 4:v | Alarm System: the system had been service so this item to be deleted. |  |
|  | 4:vi | CHCC – Invoice for Hall Hire: invoice has been paid so item to be deleted. |  |
|  | 4:vii | Insurance: as above. |  |
| 5 |  | Staff Appraisal: JP declared an interest. Members agreed this matter is now dragging on too long and must be dealt with as a matter of urgency. |  |
| 6 |  | Finance: to be dealt with at October meeting. |  |
| 6 |  | Any other matters pertaining to the hall: None. |  |
|  |  |  |  |
|  |  | Meeting was closed at 1735 |  |
|  |  |  |  |
|  |  | Signed: |  |
|  |  | Dated: |  |