

**The minutes of a meeting of the Hutton Henry & District Community Association
held on Wednesday 2nd October 2019**

PRESENT

L Wardle	Secretary /Trustee
C Armstrong	Trustee
L Humphries	Trustee
G Shears	Trustee
A Watts	Treasurer/Trustee
P Gilbert	Member
A Peterken	Member

1. To receive the resignation of the Chairman

Lynda read out a letter received from David Mitchinson resigning as both Chairman and Trustee due to ill health, this was accepted and everyone passed on their best wishes and thanks to Dave.

RESOLVED the letter of resignation as Chairman and trustee be accepted

2. Appoint new Trustees & an interim Chairman

Patrick and Andrea were invited to the meeting and were asked to consider becoming Trustees of the Association, Andrew explained the structure of the organisation both members agreed to become trustees.

Andrew explained the constitution requires the Chairman to be elected at the AGM in February 2020 but Trustees could appoint an interim chair until this time.

Patrick was proposed as interim Chairman and unanimously appointed by the Trustees.

RESOLVED A Peterken and P Gilbert be appointed as Trustees and **FURTHER RESOLVED** P Gilbert is appointed interim Chairman, Lynda agreed to inform the Charity Commission of the changes.

3. To approve the minutes of the meeting held on 15th July 2019

RESOLVED the minutes of the above meeting be approved, confirmed and signed as a true and accurate record.

4. Treasurer's report/ funding expenditure to date

Andrew confirmed the balance of the Associations account as at 2nd October 2019 was £13674.23 credit, approximate expenditure with regards to the lottery funding is approximately £5600 which leaves a balance yet to be spent of £3400.00.

The electricity account has not yet moved to the new supplier Bulb and Andrew is to resolve as soon as possible.

Patrick asked if Andrew could set up a separate spreadsheet with regards to the proposed summer fayre to be held in 2020.

A number of proposals were discussed with regards to stage lighting, electrical work and kitchen improvements, agreed to discuss at a future meeting.

RESOLVED the information be received

5. Bank account review

Due to the change of Chairman and appointment of new Trustees it is necessary for David Mitchinson to be removed as a signatory from the Association's bank account, Patrick agreed to become a signatory.

RESOLVED David Mitchinson be removed as a signatory and Patrick Gilbert to be appointed as a new signatory, Lynda agreed to inform Barclays Bank.

6. Bookings

Lynda provided details of an enquiry received from a resident to hire the hall for twelve people from a Navy re-enactment society to stay overnight. A number of issues were raised - what date/insurance implications/parking/fire risk.

It was agreed Lynda clarifies these points and reports back to members.

7. Events

Remembrance service

It was agreed the Association will organise again this year, Lynda agreed to co-ordinate

Christmas

Agreed to meet Wednesday 6th to put up the decorations

Lynda is able to source a Christmas tree which can be delivered, price to be sought and circulated to members.

Future events

Andrea had distributed an up to date programme of events which included 2020 and it was confirmed a summer fayre is planned for 4th July 2020, this will include:

- a parade from the kennels to the school field
- stalls on the school field
- vintage vehicles
- Entertainment and a hog roast in the hall on the evening

Andrea has been nominated as the lead for this event and is currently working through an application to the Durham Safety Advisory Group, members will be kept updated with progress.

As yet costs have not been agreed and once they are funding is to be sought and it is intended that a monthly raffle/prize draw is put in place for sale of tickets from February 2020, however, clarification is required with regards to the need for a licence from local authority.

Members have been invited to the next events meeting to be held on 17th October 2019.

8. Any other business

No matters were discussed