



## ORDINARY GENERAL MEETING MINUTES

| Date       | Time   | Venue                                    |
|------------|--------|------------------------------------------|
| 28/11/2024 | 7.00pm | Treviscoe Institute and Community Centre |

| Trustees Present           | Abbrev.  | Position            | Attendance |
|----------------------------|----------|---------------------|------------|
| Ann Chapman                | AC       | Resident Trustee SD | Present    |
| Julie Floyd                | JF       | Resident Trustee SS | Present    |
| Keith Truscott             | KT       | Cllr. Trustee SS    | Present    |
| James Kent                 | JK       | Cllr. Trustee SS    | Absent     |
| Tanya Edmunds              | TE       | Cllr. Trustee SD    | Apologies  |
| Julia Clarke (Chair)       | JC       | Cllr. Trustee SD    | Present    |
| Jennifer Burnett           | JB       | Cllr. Trustee SD    | Present    |
| Mike McLenning             | MM       | Cllr. Trustee CC    | Apologies  |
| Dick Cole                  | DC       | Cllr. Trustee CC    | Present    |
| <b>Quorum requirements</b> | <b>7</b> |                     |            |

| Others Present         | Abbrev. | Representing                             | Attendance |
|------------------------|---------|------------------------------------------|------------|
| Sharon Davey           | SD      | Administrator                            | Present    |
| Tracey & Adrian Hutton |         | Potential Trustees                       | Present    |
| Representatives        | FOSSCA  | Friends of St Stephen Churchtown Academy | Present    |

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|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <b>1.</b> | <p><b>Welcome</b></p> <p>JC welcomed everyone to the meeting. All present introduced themselves.</p> <p>The Chair thanked JF for presenting the Community Trust wreath at St Dennis Remembrance event.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  |
| <b>3.</b> | <p><b>Questions and Answers with Friends of St Stephen Churchtown Academy</b></p> <p>FOSSCA advised that swimming, though part of the national curriculum, has not been provided at St Stephen since 2019 (following covid). They are a multi academy trust seeking funding. Currently there are a lot of mixed age classes, so swimming is not affordable.</p> <p>293 children attend the Academy: 17% (49 children) are from the area of benefit, whilst the remaining 83% pupils are from St Stephen, hinterland villages ie Treverbyn, Roche, etc. Coaches cost a lot of money to transport the children to a swimming pool. Though parents are keen to see swimming lessons as a high priority. FOSSCA is looking to apply for charity status; it has its own bank account. The model constitution is a template from Parent-Kind which helps with insurance.</p> <p>Q: People Premium should be used to provide swimming. A: People Premium will only cover children who have already learnt how to swim.</p> <p>Q: has funding been sought from others ie St Stephen in Brannel Parish Council. A: the application to the Community Trust is the first of many. FOSSCA has raised a lot of funding already. Members of the Community Trust suggested other sources of funding to contact for grants.</p> |  |

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|----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|
|    | Q: how is finance for Aspire looking. A: unfortunately, funding is very tight!<br>Q: would Aspire not fund a bus. A: some schools do have a bus. However not all schools have access.<br>It was suggested that schools should work together – they could then have access to a bus on one specific day in a week.                                                                                                                                                               |                                   |
| 4. | <b>Minutes of previous meeting: 26<sup>th</sup> September 2024</b><br>The minutes were accepted as a true record.                                                                                                                                                                                                                                                                                                                                                               |                                   |
| 5. | <b>Matters Arising</b><br>All actions are complete.                                                                                                                                                                                                                                                                                                                                                                                                                             |                                   |
| 6. | <b>Finance/Treasurer's Report</b><br>a) <b>Update.</b> SD advised trustees that:<br>Current Balance is £306,334.26 (£145,174.88 HSBC; £161,159.38 Unity).<br>b) <b>Invoices.</b> SD read out five invoices requiring approval: all agreed.<br>c) <b>Investing Funds.</b> Deferred until January meeting.<br>d) <b>HSBC.</b> HSBC online banking is complete for JC and AC. It was agreed that a meeting with be organised with TE/JC/AC to check the online banking is working. | <b>SD<br/>Agenda<br/>TE/AC/JC</b> |
| 7. | <b>AOB</b><br>• <b>Review employment of Administrator.</b> Deferred until January meeting.                                                                                                                                                                                                                                                                                                                                                                                      | <b>Agenda</b>                     |
| 9. | <b>Date of Next Meeting</b><br>23 <sup>rd</sup> January 2025 at Treviscoe Institute and Community Centre. Agenda items: Investing Funds & Review employment of Administrator.                                                                                                                                                                                                                                                                                                   | <b>SD</b>                         |
|    | The meeting closed at 7.35pm.                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                   |

Minutes agreed as an accurate record of the meeting.

.....Chairs Signature

.....Chairs Name

..... Date