



ORDINARY GENERAL MEETING MINUTES

Date	Time	Venue
27/11/2025	7.00pm	Treviscoe Institute and Community Centre

Trustees Present	Abbrev.	Position	Attendance
Ann Chapman	AC	Resident Trustee SD	Apologies
Julie Floyd	JF	Resident Trustee SS	Present
Adrian Hutton	AH	Resident Trustee SD	Apologies
Tracey Hutton	TH	Resident Trustee SD	Apologies
Keith Truscott	KT	Cllr. Trustee SS	Present
Nigel Spragg	NS	Cllr. Trustee SS	Apologies
Tanya Edmunds	TE	Cllr. Trustee SD	Present
Julia Clarke (Chair)	JC	Cllr. Trustee SD	Present
Jennifer Burnett	JB	Cllr. Trustee SD	Apologies
Elaine Kist	EK	Cllr. Trustee CC	Absent
Dick Cole	DC	Cllr. Trustee CC	Present
Quorum requirements	7		

Others Present	Abbrev.	Representing	Attendance
Sharon Davey	SD	Administrator	Present
Mr and Mrs Jones		Drinnick House	Present

1. Welcome	JC welcomed everyone to the meeting.	
4. Questions and Answers with Drinnick House	Q: Who owns the building. A: The purchase of Drinnick House by R & D Ltd was a strategic decision aimed at resolving the workspace constraints faced by J & M Jones. With its 40-room capacity and flexible layout, Drinnick House provided an appropriate and sustainable solution to support ongoing and future operational requirements, particularly those tied to the company's work for Imerys. Q: What do you do with the rooms, and are you VAT registered. A: R & D Ltd rents out the rooms some business and some community groups. Not VAT registered. Q: Original grant request was £49k, now requesting £93k. R & D Ltd had an income of £141k, expenses of £91k - why are you not putting funds into project. A: Unfortunately, expenses of £10k corporation tax for 2024, £8-£10k on gallery improvements which will be used for bi-monthly meetings. The gallery also gives access to the café, the Hive and other users, as well as displaying art. Access to the upper floors requires a lift. Drinnick wants to be sustainable and encourage Nanpean groups/business to 'join'.	

	Q: Who is applying is it Our HQ Community (constitution) or R & D Ltd. A: Unfortunately, Our HQ Community has not bank account or accounts so any funds would have to go through R & D Ltd. Q: Have you purchased any of the chairs, screen or gallery items. A: Unfortunately, the gallery improvements have already been purchased, and we weren't aware that this would affect available funding. Currently we hire a screen, but would like to purchase one outright to support events and encourage user group engagement. Q: Only one quote for the lift has been provided. A: It is very hard to obtain quotes, and unfortunately a lot of the quotes did not actually describe what we envisaged. Q: Have you considered alternative sources of funding for your project. A: R & D Ltd will fund the project in time, but has never received any funding to date. Trying to make Drinnick House the heart of the community. Q: Have you tried other lift companies. A: Have asked local organisations who installed lifts ie M A Griggs who have given advice.	
4.	Minutes of previous meeting: 25th September 2025 Deferred as meeting not quorate.	
5.	Matters Arising None.	
6.	Finance/Treasurer's Report Update. SD advised trustees that: Current Balance is £445,311.44 (£178,212.35 HSBC; £267,099.09 Unity). However, allowing for earmarked grants the Trust has £252,299.44. A payment of £70,005.49 from Suez was received in October 2025. Invoices. Two invoices requiring approval: all agreed. SD to email all trustees for consent. Investing Funds. It was agreed to transfer funds from HSBC to Unity. SD to email all trustees for consent.	SD SD
7.	Any other business. - Public Liability Insurance. £175.8. All agreed. SD to email all trustees for consent. - Remembrance Sunday. JC thanked JF for presented the wreath at St Dennis on behalf of the Community Trust.	
8.	Date of Next Meeting 22 nd January 2026.	SD
	The meeting closed at 7.37pm..	

Minutes agreed as an accurate record of the meeting.

.....Chairs Signature

.....Chairs Name

..... Date