

Swillington Educational Charity
Minutes of Trustees Meeting held on Tuesday the 7th of July 2020, at 6pm.

Owing to the COVID-19 Pandemic this meeting was held remotely

In attendance: Great and Little Preston Cllr Janet Taylor (Acting Chair), Swillington Village Councillors Jacqui Smith and Judith Woodhead. Ward Councillor Mark Dobson and Reverend Bob Bailey.

Diane Brown (Administrator)

1. Welcome.

Cllr Janet Taylor opened the meeting as Acting Chair.

2. Apologies.

Were received from Reverend Diane Flynn, (Reverend Bob Bailey was in attendance as her representative Great and Little Preston Cllr Denise Blackburn.

3. Minutes from the Trustees Meetings of the 3rd of March 2020.

The minutes were accepted as an accurate record.

4. Grant application and distribution Update

The Trustees discussed the status of the applications from the last round of funding. Three applications have been received. Two of the three applications were complete and were discussed, it was agreed to grant both applications with the amounts of £653.10 and £1,200. Diane B will contact both individuals and arrange for the cheque signing and dispatch.

The third application is a work in progress one and is another application from Swillington School for the building of a Multi-Use Games Area (MUGA). The Trustees were disappointed during the first round when the £20k application for a MUGA was agreed. Unfortunately, the School did not engage with the Trustees and consequently the offer was sadly withdrawn.

This application is headed by another person and was an outline plan which requires more detail. The Trustees stated that the deadline of the 31st of August remains the date that all information requested will need to be received by then. To grant funds to this project the Trustees require more detail as to the structure of the team driving the project, quotations, and permissions. It is felt to be too large a project to be project managed by one person. In principle the Trustees are supportive of the project.

Diane B will contact the new project lead requesting the information needed.

5. Financial Information

Diane B updated the meeting regarding the finances of the Charity. There is £20k remaining in the COIF and £1,674.09 remaining in the current account. The two applications agreed at the meeting amounting to £1,853.10 will result in £19,461.09 remaining in the accounts overall. Further monies will need drawing down from the COIF.

6. Any Other Business

It was agreed that Diane B would contact Great Preston C of E School to ascertain if they have received the minibus purchased with the Charity's funds.

7. Close of the meeting and the arrangement of a date for the next meeting.

Janet closed the meeting at 6.35 am. The next meeting will take place on the 8th of September 2020 at 6.00 pm and will be a remote meeting.

Signed by

..... Chairperson

..... Administrator

..... Date of signing