Meeting Notes Friends of Castle Green – Directors 7pm Thursday, 16th February, 2017, Castle Green Pavilion

Present: Amanda Attfield, Mark Hubbard, Annabel Oxford, Steve Cameron, Lisa Richardson

Agenda	Key points	Action
item		
Conflicts of	Mark is a resident of Castle Green.	
Interest	Mark's brother is employed by the firm of solicitors under	
	consideration	
Future Funding	Dave spoke about and subsequently confirmed the following:	
	- Veolia - Up to £50,000, but we should look at £40,000. Need 20%	
	match prior to application (which we can meet if necessary). Aim for	
	the Veolia May deadline (he is trying to get Liz Thompson down for	
	an April visit). The current success rate is 1 in 4 so this needs to be a	
	good application, and therefore not rushed.	
	http://www.veoliatrust.org/funding/	
	- Awards for All England - Up to £10,000, 14 week turn around all	
	year application.	
	https://www.biglotteryfund.org.uk/global-	
	content/programmes/england/awards-for-all-england	
	- New Grove - Good for about £2,000, this should be for a 'quick	
	and easy fix' small type job. Next quarterly panel ends in May. Did	
	we suggest the Open Air Theatre summer project for this?	
	 <u>http://www.newgrovetrust.co.uk/</u> Severn Waste (Welcome to Our Future) - This closes at end of 	
	March, a max. of \pounds 4,000 as they want to share it out as much as	
	possible $-a$ 'stand alone' project such as the sash window	
	overlooking the river would be ideal and could be matched against	
	the Veolia bid. Mark & Annabel to work on it & send the draft to	Mark/
	Dave to look over. 6 weeks time scale	Annabel
	http://www.severnwaste.com/landfill-communities-fund/	7 mildoel
	- Rowlands Trust - Quarterly, and good for up to £5,000. Fairly	
	straightforward. No website, but contact here.	
	http://opencharities.org/charities/1062148	
	- Bernard Sunley - Good for up to £5,000 - general refurbishment.	
	http://www.bernardsunley.org/	
	The major work specified in the Condition Survey needs doing in 2-3	
	years by when we will have determined whether we are following the	
	community or heritage pathway (or both) as priority for the building.	
	At present we are looking at Big Lottery Communities grant for the	
	building and Heritage lottery funding for the park. Dave is planning	
	a visit by a Big Lottery representative in the autumn	
	- St. James & Bartonsham are in the bottom 20% nationally on the	
	Index of Multiple Deprivation & Central Ward for Access to Services	
	- Need to set up a meeting with the Bowling Club – John Rosser	Amanda/Dave
	- Contact Ledbury Rugby Club for advice on their experience of a	
	CAT transfer, 18 months down the line	Katie
	- the lease could be extended to 99 years during the CAT process	
	- grant applications would be acceptable as we have a formal decision	
	on acceptance posted on the Hfds. Council website. Any problems,	
	let Dave know & he will obtain back-up documents from the Council	
	- Dave suggested Michael Stokes of Harrison, Clarke & Rickerby as	
	a possible choice of solicitor. Has some CAT experience, not a great	
	deal, but is conversant with the local demographice and we will need	

	someone in the long term. (<u>mstokes@hcrlaw.com</u> – 01432 349667. Katie to research.	Katie
	Amanda thanked Dave spending the time with us & for his support & advice.	
Notes of Last Meeting &	The minutes of the meeting on 19 th January were agreed & signed.	
Matters Arising	 Carry forward the status of the Newsletter Half day session with Heidi MacDougal to review the Directors' skill set & knowledge. Mark not available for suggested April date. defer the Business Plan & Risks to March 	Amanda Paddy
Operations	 Events: The car boot sale was cancelled in perpetuity. No great revenue earner for the Hospice The project launch in High Town on 9th February was cold & short, with a very slow footfall. However, 20 leaflets were returned through the Pavilion at the beginning of the following week. The first World Café event went really well. Paddy will cover Mark's presentation on 2nd March. <i>CAT</i>: Paddy reported by email. Ian Higgs, Development Manager, is our contact at HCC. Paddy will be in touch with him next week with all the queries raised in our meeting of 5th January. Ian's view is that we get as near as possible to Heads of Terms before engaging our or their lawyers. 	All Katie
Finance	 Steve has written to the accountants to authorise processing the increase in Katie's salary. Correspondence from the Pension Regulator to be delivered to Steve. She will need a letter asking whether she wishes to opt out. Katie to have a chequebook to deal with urgent requests. At the end of December, the bank balance stood at £40,505.09, 10K of which was the Awards for All Grant. The reconciled balance is £34,600. The interest earned by a deposit account is not worth the effort involved. The CIC return needs to be submitted. Steve will have draft 2016 accounts for the March meeting 	Lisa
Any Other Business	 Review the Director's skill set & knowledge, perhaps with another half day session with Heidi MacDougal. Add to the next agenda Joy is not in a position to work on the funding bids at present. Suggest she hands over anything current & takes 3-6 months away. Ian's work on the Victoria Bridge gardens has resulted in a compost heap developing. Spencer Grogan has verbally agreed to hazel & chestnut stakes & a woven fencing structure to contain it for a total of £200 from Moreton Wood. AGREED by all. We also need to source a shredder. 	Amanda/Lisa Amanda Mark
Date of Next Meeting	Thursday, 16 th March, 2017 at 7pm at the Castle Green Pavilion, Hereford.	