

## **LOWER HEYFORD AND CAULCOTT COMMUNITY FUND**

**(Registered name: Lower Heyford Relief in Need Charity)**

**Charity No 237768**

**Chair:** Dr L Goodwin (LG)

**Trustees:** Mrs H Stoddart (HS), Mr James Macnamara (JJ), Mr Trevor Husband (TH), Mrs D Ball (DB), Dr L Goodwin (LG)

Meeting of the Trustees of the Lower Heyford Relief in Need Charity

Held by Zoom, Monday 12<sup>th</sup> October 2020 at 7pm

### **MINUTES**

1. There were no apologies for absence.
2. There were no new conflicts of interest reported.
3. Minutes of the meeting of 20<sup>th</sup> April 2020 were agreed.

The Minutes were accepted and signed by Liz as a true record of the meeting.

4. Financial statement

The financial statement was reviewed. All expenditure is in line with plans and all income has been received as expected. The rent payment for Poor's Land is due so LG will keep an eye out for it.

5. Update on the Reading Room

TH reported that the tenancy agreement had been extended for another year at the same rent. There have been a couple of maintenance issues which had been addressed, namely a rotten window and the boiler thermostat. There are no outstanding issues with the Reading Room.

6. Update on grants

The proposed changes to the grants for young people was discussed and agreed. Attached to these minutes is the revised application form which will be put on the village website. LG also suggested putting something in the next edition of Valley News which she offered to draft.

HS will write to all students who are currently in receipt of grants to inform them of the change and the fact that they will be eligible for a larger grant this year.

### **Actions: HS and LG**

The support that LHCCF can provide in response to COVID-19 was discussed. To date, there have been no requests for help or support and a watching brief will be maintained on this. It is possible that people may start to come forward as the furlough scheme comes to an end.

7. Poor's Land

LG reported that a payment was due in October for 6 months' rent.

8. Valley News

Valley News had been helpful in providing space for the Trustees to tell residents about the support measures available in Lower Heyford and Caulcott. At this time of year, LHCCF normally makes a donation to Valley News. This was discussed and it was agreed that a £200 donation would be made.

**Action: LG**

9. Parish Council - nothing to report.

10. Charity Commission – nothing to report.

11. No other correspondence

12. AOB

The next meeting will be on Monday January 11<sup>th</sup> 2021 at 7pm via Zoom. If it proves possible to meet face to face, then a venue will be agreed nearer the time.

**Summary of actions (including carried forward)**

Action	Who
Community transport	LG to keep watching brief and let trustees know if accounts become available
Research similar organisations and build relationships/suggest meeting	JJ
Review rebuild cost for the Reading Room	LG
Write piece for Valley News regarding the changes to grants for young people and put new documentation on the website	LG
Write to current recipients of grants regarding the new arrangements for grants for this year onwards	HS
Make donation to Valley News	LG

Signed:.....

Date:.....