



Charity N^o 267775

Minutes of the quarterly Capel Community Trust meeting held on Monday 25th January 2021.

Present: Iain Bramhill Chairman (IB), David Busby (DB), Chris Whitley (CW), Sara Waters (SW), Stuart Harris (SH) Trevor Stevenson (TS), Steve Bishop (SBI) joined 20:10

Gareth Millar (GM)

Apologies: John Webb (JW)

Approval for the minutes of meeting held 22nd December 2020:

Sarah Smy added and amendment for the Financial report to be changed from £37,000 to £7,000. SW to amend.

Proposed by Sarah Smy and seconded by Stuart Harris. Passed dependant on the changes.

1: Democratic ¼ hour

GM thanked **SS** on behalf of the Football Club for working so hard to get the application submitted for the pavilion. **SS** mentioned that the whole £25,000 was applied for and that the date to hear back was 19th January but had not heard anything by the time of the meeting. **IB** suggested that once we hear back regarding the funding there should be a meeting to discuss further the details. **CW** asked if we should start painting the outside of the pavilion and offered to make a start to get it moving. **SS** suggested that we wait until we hear back about the funding before we start.

Action IB, SS, GM

2: Matters Arising from last minutes

2.1

IB has spoken to Pickleball and running club. Will continue to be a rolling action.

Action IB

2.2

SW was going to speak to the Orchard Players regarding moving their equipment for safety reasons but hasn't yet due to lockdown and issues regarding rent. **SW** will meet with **JW** when possible to find out exactly what needs doing and then get back to them when they are due to return in (possibly) January.

Action SW & JW

3: Finances and Special Purposes

SS informed the Trust that we will have £18,000 coming in January from grants and funding. There is £3,000 from **SS** business landlord. Another £2,500 has been applied for but must be spent by the end of March, we are awaiting to see if we have that. Sue Carpendale has given us £1,750 for white good for the new kitchen which has been confirmed. The cleaners are billing the Parish Council directly because they are now paying to clean the play areas until the end of March.

We have only taken £11,000 for hall hire in 2020 versus £25,000 in 2019, due to Covid.

Football club are up to date.

Cheetahs are not up to date.

Outgoings as normal, Trevor has sent his hourly breakdown in.

4: Hirers, Customers and Administration

SW sent the information round regarding the WIFI for the hall and bar. The quote has come from Smy Services. It will be around £600 to get sorted and around £40 a month thereafter. **SS** mentioned that we would move from BT to another company. The speeds are not going to get much better because the Hall is supplied by the box at the other end of the village instead of the box near the shops. It would come straight into the hall. **SS** asked what the Association was paying monthly at the moment, it was thought around £30. **SH** thinks it is important to do. **SS** suggested that we do it now while we can, to coincide with the new kitchen. **SH** mentioned that currently the broadband only just covers the minimum needed for the card machine in the bar. **DB** suggested a mast that we would then rent out to other users. **CW** suggested getting on to the libraries line. **SW** will ask Katherine at the Library. The solar power company are coming in on 9th Feb to check the meter etc.

IB asked about Cherry Blossom, **SW** mentioned there has been no further correspondence since setting out the prices to them.

IB mentioned the sanitising of the play areas, which will continue, **SS** informed the Trust that the Parish Council have agreed to pay for this until the end of March 2021.

IB mentioned that it wasn't clear how the Mobile Pizza Co. were paying. **SW** now goes to pick up the money directly from them when they are in the village.

Hirers are just waiting to hear when they can come back. **IB** asked if anyone has informed us that they won't be coming back, as of this date, nobody has done so.

SW is now invoicing through Hall Master now.

SW mentioned that the bollard outside the car park has been knocked down, **SH** will have a look at it. **SS** mentioned that on social media it has been mentioned that the car park is being used for dealing drugs.

SH also mentioned that the PC would like us to open the car park back up as it is causing problems on the roads. It was decided by a majority to reopen the car park and **SW** would inform the local police of the information and ask that they keep an eye on it if possible.

Action SW, SH

5: Property and Assets repair and maintenance

Silks still to be actioned.

Action SH & IB

SH stated the trimming of the trees still hasn't been done, mainly due to the weather making it very difficult. It really must be done before the leaves start to appear. **SH** asked that even if it messes up the field a little, it doesn't matter due to the fact that roots have to be removed anyway. **IB** will contact again.

Action IB

SH has been asked by the Library to paint and make good the foyer of the Library with the same colour pallet as the rest of the kitchen and hall. There is also a broken sign that needed fixing. **CW** offered and it was agreed that he would do both things.

Action CW

6: Community Association

TS mentioned they haven't had a meeting since November. Bank balance stands at £8,500, there is a £2,000 VAT bill to pay and £1,000 of un-cashed pay cheques. TS has also applied for and received a £1,800 grant at the beginning of January and there should be some more funding arriving at the end of the month.

DB asked if we could give KBB a lifetime family membership. TS asked for the details.

Action TS, DB

7: Parish Council

SH has said that the PC have set a precept for £93,554 for the coming financial year. PC has agreed to pay for 13 weeks of cleaning the play areas.

There is also a scheme to put in car charging points in villages, SH will send the information round. SS asked where it would be feasible, SH suggested as close to the Village Hall as possible, it would be funded by Suffolk County Council. IB suggested it may be incorporated into the Bar Garden. SS thanked SH for his hard work in getting funding.

8: Fundraising

Please find any actions under projects.

9: Chairman's Actions.

Please find any actions under projects.

10: Administration

Covered in section 4.

11: Projects

11.1 Basket Swing

SS has discovered that there is still around £25,000 from 106 which we could potentially apply for the basket swing. SS will fill the form in.

Action SS

11.2 New Pavilion

IB and CW still need to find a QS to update the work. SW to ask for help from any local QS's on social media.

Action CW, SW

11.3 Current Pavilion

Please see democratic ¼ hr.

11.4 Community Centre Kitchen

The new kitchen is nearly finished, big thanks to CW and DB for all of their hard work. IB asked about the flooring. SW has spoken to Dean who is donating the flooring and is happy for someone to pick up whenever is convenient. SH has offered his trailer to go and pick it up. SW has tried to contact the gentleman who offered to fit the floor, but has not heard back, she will try again and if no response will put another request out on social media for help again.

CW mentioned a request from IB about getting a second oven fitted due to the size of the hall and any functions that may need to cook on the premises, it would cost another £706 and it was voted on and agreed that we would ask KBB to fit one more.

It was also decided that we would get one large fridge and a fridge freezer. **CW** to price up. The costings are £900 for installation of the kitchen included the plastering. £1,127 for electrics. £150 for plumbing.

TS mentioned that we still have to do the bar kitchen.

SS and **SW** to source the relevant crockery.

Action SW, SS, CW, SH

11.5 Bar Garden

JW is getting a quote from a local landscaper. **SS** has secured £3,000 community garden grant and has applied for £2500 which would have to be spent by the end of March. It was agreed to get the ball rolling on the theory that some would have to be done by the end of March. **SS** suggested a sub committee to be set up to get it all organised, **IB** will do this.

Action JW, SS, IB, TS

11.6 Glass Washer

Won't be hired until the bar reopens.

12: Any Other Business

SH mentioned that the PC are receiving their list of infrastructure wants and that we should let him know if there is anything else we wish to be brought up.

IB brought up using green spaces and who owns them. **SH** said there is some enthusiasm for finding out who owns them and if we can get them all owned by the PC. It came up when the PC tried to get some benches put in for people on the spaces, only to find out that some spaces were owned by Babergh or Suffolk County and some weren't claimed by anyone.

SS asked if we could have more play areas in the village.

DB suggested that we should look to refurb the playground and car park by the Village Hall.

SS also asked about the Hopkins land that was supposed to be a play area, but is now just a green space.

SH said that someone could contact Hopkins to see if it is possible to transfer it over to the parish who could then turn it over to the Trust.

Next meeting to be held on Monday 22nd February 2021 following the AGM via zoom.