**BELFORD COMMUNITY GROUP**

**Minutes of the Meeting held at the**

**Market Cross Guest House, Belford**

**Thursday 16th July 2020 at 2 pm**

Present: William McLaren, Amanda White (Acting Chairman), Pauline Tucker (Acting Secretary), Dave Ogden (Treasurer), Val Barnsley, Susan Husband

In Attendance: Steve White

Apologies: Denise Hiscox, Ian Hodgson, Phil Dodd, Ruth Dodd, Del Hughes

**Minutes of the last meeting:** Agreed and signed by Pauline Tucker

**Matters Arising from the above Minutes:** None other than those covered under the Agenda.

**Finance:** Dave confirmed there was no financial report due to there being no trading at the shop. Bell View has now been issued with a second cheque, as the previous one got lost, and this has been banked.

Dave has emailed NCC twice and they have promised a final invoice, which has not yet been received. Pauline will chase this up with Michael.

We are still waiting to hear from our Accountant regarding our end of year accounts, and whether we need to file an annual return or if we can do a later return. Accountant also looking into what is required by the Charities Commission.

**Shop:** The Shop Committee met and confirmed that the shop would not reopen until September. An email went out to volunteers and Lynne reported back to Val that feedback has been positive and everyone in agreement about reopening date. Initially the shop will open Thursday, Friday and Saturday. There will be separate days when the shop is closed when volunteers will sort donations.

**Arts Festival:** Val confirmed that the Virtual Festival was done very well and it has attracted a good following. The Trustees agreed to cover a days pay for all the work Jodi has done over the last months and Val will organise this alongside a card. A big thank you to all the Volunteers who helped put this together. Val will also do a card for Judy.

Val asked about funding for Sarah Riseborough’s project for next year. The Trustees asked Val to email them the information for further consideration.

**School:** Val emailed Nicky who confirmed that they are happy with match funding, and will get in touch regarding the project as it seems unlikely this will go ahead anytime soon.

**AGM:** Pauline has cancelled the meeting room at Bell View. A new date is to be arranged.

**Gym:** Steve and Ian have been down to the gym to take a look at what can be done to reopen. A treadmill is out of use and if this is removed along with some other machinery they think it will be viable and compliant with government guidelines. A bench will be taken out and put in the kitchen. Weight machines are far enough apart. The biggest problem is keeping everything sanitised. There are currently two disinfectant wipes on the wall, and members will be asked to use these to wipe down any equipment they touch. It is all about people accepting responsibility and we can only open if members are willing to do this and it will be at their own risk. We need to purchase sanitizer, etc. A discussion took place about track and trace and we feel the best option is for members to fill in a form and place in a box, which will need to be purchased. There must be no more than six people at anyone time. BCG is not prepared to take any responsibility for cross contamination. Anyone reported not following these guidelines would have their membership suspended. Lynne is unable to do the cleaning in future so we will have to find someone else to do two one hour shifts. Steve and Ian will sort out new signage. A risk assessment will need to be done, and a reminder for the windows to be opened for ventilation.

Due to the power being switched off during lockdown, some batteries have gone flat. Steve will look into replacing with LED lighting. Pauline will contact Michael at NCC about the emergency light failing.

**Woodlands:** The Trustees agreed to the purchase of a lawn mower of approximately £150. Val will contact Brian regarding seeds from ANOB.

**AOB:**

Website Management: Amanda will contact M Dodd regarding this matter.

**Date of Next Meeting:** **Wednesday 26th August – 1:30 pm, Market Cross Guest House**

Sent from my iPad