**Belford Community Group**

**Meeting held at the**

**Market Cross Guest House**

**Wednesday 27 April 2022 at 1.00 pm**

**Present:**Pauline Tucker (Chairman),Dave Ogden (Treasurer),Phil Dodd (Secretary), Ruth Dodd, Val Barnsely, Amanda White, Del Hughes, Susan Husband, Jane Cowley

**Others Present:**Marc Johnson (Northumberland CVA), Karon Ives and Graham Sargent

**Apologies for absence:**William McLaren

**Minutes of Last Meeting:**Everyone agreed they were accurate (except that the Gym group “were to meet”) and Pauline will sign them, when this change has been made.

**Matters arising:**Dealt with later in meeting

**Finance:**These remain healthy. Expenditure was a little more than income this month, largely due to our grant for the Jubilee celebrations. The money from the Rotary club is to go towards the Christmas lights.

**Shop:**The shop is really busy. As there is a mixture of new and old volunteers, a meeting is to be held for all volunteers to ensure all volunteers are operating policies in the same way as each other. This will be held at Bell View on the 9th May. Staffing levels remain at a good level. The new heating system has been installed this week.

**Gym:**The working group met, and a good discussion too place with a document produced to highlight the issues. It was agreed to make better use of the kitchen space (which is rarely used as a kitchen) and perhaps make some space for shop goods storage, and further discussion will follow on this. Before anything can be done with the ceiling tiles, asbestos testing must occur. It was agreed that some gym expenditure be made without referring to the Trustees for everything to be agreed on. Some small grants from local groups are to be sought to pay for some of the improvements.

**Museum and its relationship to BCG:**Marc was present to assist BCG in providing answers to the questions that the Museum Trustees (Karon, Brian, Graham, etc) raised in regards to thie relationship with BCG. Originally, with a government grant, the museum was set up with the shop and BCG followed. This is why the Museum and BCG are together. BCG and the Museum still have related bank accounts, which is why the Museum cannot spend money without permission from BCG.

A lengthy discussion took place as to the Museum’s long-term future. The Museum at present is in a reasonably good financial position due to Covid grants. Questions were raised regarding Issues about the potential risk and liability from any problems with the Museum and how it relates to BCG. The Museum operates well working as it is, as does the shop, and the aim is for the gym to follow in a similar vein. Each branch of BCG will have authority to spend to a certain limit and any large expenditure will be run past BCG Trustees.

What has been highlighted is the future lease for the Museum from the Reading Room. This needs to be carefully considered (it is due for renewal next year) and really needs to be longer than 5 years, perhaps even up to 20 years. It came to light that the lease in between BCG and The Reading Room.

Marc outlined the implications of the Museum becoming independent - it would have its own bank account, liabilities, etc which has both its own advantages and disadvantages. Although initially Karon was in favour of the Museum becoming independent, following discussions with the other Museum Trustees it was agreed that the Museum would remain under BCG, and Marc is happy to write terms of reference for each subgroup.

**Action: Marc write up terms of reference for each sub group**

The Reading Room’s liabilities have not been made clear. This must be urgently addressed before we get a new lease and we might have to go through a solicitor. The new lease needs to be clearer and fairer. In order to move this forward the Reading Room Trustees, BCG Trustees and Museum Trustees will need to meet. Perhaps we need to think if there is anywhere else in the village for the Museum to be based.

**Action: Pauline to arrange a meeting between all parties.**

Marc asked the Trustees about some of the activities being currently supported by the BCG.

**Safeguarding:**Sue agreed to become BCG Safeguarding Officer. Some online training is required, and someone in each of the subgroups needs to be trained too.

Everyone needs to thinks what the safeguarding issues associated with their responsibilities are and perhaps compile a short list.

**Drop Box:**Jane andDel felt that a central place where all decisions and documents could be placed would be useful and the group agreed.

**Action: Amanda to look into setting up Drop Box**

**Markets:**There are 18 stallholders for the market this weekend and a good supply of helpers to set up. Ruth has asked Louise Almond-Norris to take on the role of shadowing Ruth and Phil in their role as Market Coordinators.

**Any other business:**

A grant request was received from Belford Show and it was agreed to giving the full amount of £700. The Trustees are very supportive of the show.

Amanda will put out a request on Facebook to ask for someone to look after the planters in the Market Square.

It was felt that meetings should take place in the evening whenever possible so that people who work during the day could attend.

**Date of next meeting:**

**Monday 30 May 12.30 at Bell View (to be confirmed)**