

**Minutes of the Sutton Poyntz Society Committee Meeting of 16th July 2014
at the Mission Hall.**

Item no.	Content	Action
1	<i>Present:</i> Hilary Davidson; Bill Egerton; John Sutherland; Sue Wintle; Peter Riley; Chris Hubbard; Jez Cunningham (observer) <i>Apologies:</i> John Crisp; Jacqui Atkinson; Tamzin Hyde Hilary Davidson took the Chair for the meeting.	
2	<i>Minutes of previous meeting:</i> The minutes of the meeting on 16 April 2014 were agreed and signed.	
3	<i>Matters arising not listed on the agenda:</i>	
a	Millennium Beacon: It had been suggested that if the Society commissions repair work, it will take on some responsibility for the continuing safety of the Beacon. BE will discuss with Wessex Water.	BE
b	Margaret's Seat: JC will discuss with Mick Hobson.	JC
c	Dorset Wildlife Trust: Dave Emery has advised that the Biodiversity Group gets good value from our membership, in the form of occasional loan of valuable equipment. It was agreed that we will maintain our membership.	
d	Wessex Water copse: Ongoing	TH
4	<i>Items for AOB:</i> None	
5	<i>Planning:</i>	
d	<u>Review of Village Plan and Village Survey:</u> BE has created a soft version of the 1999 Village Survey; the Society owns the Copyright of this document. It was agreed that the soft version should be made available on the village website (Mike Pressly and Peter Jones had agreed as authors). It was agreed that the review of the Village Survey will be deferred until the Autumn. The following progress was reported on actions from the Village Plan review (see May 2014 Minutes):	BE
	Use of Springhead play facilities: ongoing	TH
	Dog fouling: a new container has been made, but not yet set up	JC
	Footpaths and bridleways: JC to discuss with Tony Heathershaw	JC
	Cartshed parking: ongoing	BE
	Parking around the pond: PR has discussed with Wessex Water, and is awaiting a response	PR
	Traffic speed in the village: ongoing	BE
	Noticeboard: ongoing	BE/JC
6	<i>Village events:</i>	
a	<u>Cream Teas</u> (19 July): SW had organised a notice in the Register, and notices around the village. SW had arranged helpers to serve the teas, and BE had helpers to set up in the morning. It was agreed that the entry price would be £3; JS will arrange a float and take money. There was a question of whether the proceeds from this are donated to charity; this will be discussed at the next meeting.	
b	<u>Scarecrows:</u> Arrangements all in place. JC and Dave Martin have conducted a phone-round to increase numbers.	
c	<u>Vegetable Show</u> (2 August): BE is coordinating this. A notice had appeared in the Register, and notices will be posted around the village after the Cream Teas. BE will recover the Spud-in-a-Tub trophy from last year's winner, Jane Walsh.	

d	<u>Open Gardens</u> : A group of villagers, led by Jane Young and including HD, has got together to try to run a village Open Gardens weekend next year (on a weekend at the end of June, chosen not to clash with the 3-Halls Fete). Proceeds would go to Cancer Research and another local charity (to be chosen). The group have not yet approached garden owners; it was suggested that about 10 gardens would be needed to make this a success. The group had asked whether the Society's insurance could be used to provide public liability insurance for the event. This will be checked.	JS
e	<u>Coffee Mornings</u> : PR sought ideas of focal topics for this winter's Coffee Mornings. It was suggested that something could go in the Newsletter seeking ideas.	All
7	<i>Other village matters:</i>	
a	<u>Springhead Car Park</u> : A further sum of £350 has been committed, for solicitor's costs in setting up the Limited Company. The Limited Company has received its first correspondence (from HMRC, requesting notification when the Company starts trading). It was assumed that the Land Registration application has been made, but there was no definite information.	
b	<u>Trees around pond</u> : Deferred until the autumn.	
c	<u>Village Green</u> : Now that the area generally known as the "village green" has been used for 20 years by village Street Fayres, without any specific owner permission, it should be possible to register the area formally as a Village Green. This will give some additional protection for continued enjoyment of the area by the village. BE will obtain the required documents for an application.	BE
8	<i>Communications:</i>	
a	<u>Welcome Leaflet</u> : JS reported that he had produced a new version using the new Society logo and letter heading.	
b	<u>Newsletter</u> : A new Newsletter is due out in August. CH reported that it will include an Obituary on Peter Sheaves and items on Waterside, Open Gardens, Street Fayre, Cream Teas/Scarecrows/Veg Show, Best Kept Village (to solicit village views), and Coffee Mornings (to solicit ideas for focal topics).	JS/BE
c	<u>Website</u> : The annual subscription (£23.76) has been paid to the site Host; this amount is covered by the subscription we receive from our website sponsors.	
d	<u>Noticeboard</u> : Jez Cunningham made the suggestion of a "Community Noticeboard", allowing villagers to put up (non-commercial) notices. It was further suggested that the Springhead Carpark would make an excellent site for this. This will be discussed at the next meeting.	
9	<i>Other village activities:</i> No reports	
10	<i>Committee reports:</i> SW reported that the Mission Hall Trust are running a French Picnic in the garden of the Mission Hall, on 3 August. They are still discussing whether to run a Sausage Sizzle.	
11	<i>Treasurer's Report:</i>	
a	<u>Financial Report</u> : This had been distributed by email before the meeting, showing a balance of £5174.71 as at 14 July. JS noted that some distributors have collected subscriptions for their areas, and he is waiting for subscriptions from other distributors.	

b	<p><u>Bank account signatories:</u> JS obtained signatures on the NS&I forms in order to set up the signatories as agreed at the previous motion.</p> <p>The following motion (using NatWest’s very boring wording) was agreed unanimously in relation to the signatories for the Society’s NatWest account, adding Bill Egerton to the existing list of John Crisp, John Bellis, John Sutherland:</p> <p><i>“It was resolved that a banking relationship will be maintained with National Westminster Bank Plc (the Bank) in accordance with this Mandate and that:</i></p> <ul style="list-style-type: none"> • <i>The individuals identified as Authorised Signatories may, in accordance with the Signing Rules, sign cheques and give instructions for Standing Orders, Direct Debits, electronic payments, bankers’ drafts and other payments on the Accounts even if it causes an Account to be overdrawn or exceed any limit</i> • <i>Any Authorised Signatory may give other instructions or requests for information to the Bank in relation to the Accounts; opening accounts with the same Signing Rules and Authorised Signatories; closing accounts; or other banking services or products</i> • <i>The Bank may accept instructions that do not have an original written signature provided the Bank is satisfied that the instruction is genuine and subject to any other agreement the Bank may require for those instructions</i> • <i>The Customer will provide to the Bank a copy of its constitution and any amendments to the constitution, certified as correct by the Secretary</i> • <i>This Mandate will continue until the Organisation gives the Bank a replacement mandate or the Organisation passes a resolution changing the Signing Rules and/ or adding or removing an Authorised Signatory by completing and returning the Change of Signing Authority form in which case this Mandate will continue as amended</i> • <i>The Society’s Authorised Signatories shall be John Crisp, John Bellis, John Sutherland and William Egerton.”</i> 	
12	<p><i>Correspondence:</i></p> <p>Material had been received from CPRE and the Dorset History Centre, which will be distributed.</p> <p>Correspondence received by the Limited Company consisted of an HMRC letter (reported above) and a letter soliciting business from an Accountancy firm.</p> <p>It was agreed that we will discuss the Society’s archive of correspondence and other papers at the next meeting, in order to agree what papers to lodge with the Dorset History Centre, and what can be destroyed.</p>	
13	<i>AOB</i>	
a	<p><u>Telephone Box:</u> We continue to watch out for any notice relating to discontinuation of the telephone box in the village.</p>	
b	<p><u>Skills Swap Register:</u> A suggestion was made by HD and Jez Cunningham that we might discuss a village Skills Register, as some other villages have set up. We will discuss this at the next meeting, and could make this a topic for a future Newsletter.</p>	
14	<i>Date of next meeting: 20th August</i>	

Minutes agreed and approved :

Date: