



Minutes of SPCA Trustees Meeting held at 8 PM on Thursday 28th January 2021 via zoom.

- 1. Welcome / Apologies, Introductions:** The meeting was called to order by Carl Lesh, at 8 PM.
Trustees in Attendance: Carl Lesh, Audrey Gordon, Sarah Morgan, Steve Levin, Claire Walker, and Sue Yearsley.
Members of the public in attendance – None
Centre Manager Louise Grainger
Centre Assistant Manager Sarah Bicknell
- 2. Introductions:** None
- 3. To receive declarations of interest:** None
- 4. Review and accept minutes of our last meeting,** which was on the 9th December 2020: reviewed and accepted.
- 5. Public Participation:** None
- 6. To receive matters arising from previous meetings not covered elsewhere on the agenda.** None
- 7. Managers monthly report:**

Please refer to Louise's centre report for January 2021. In addition, the following points were made:

Louise suggested that the centre should have its own Zoom licence at a cost of £120, and this was agreed by all.

The Hub: The grants provided by the Sherfield Park Parish Council and Chineham were discussed - staff have been on furlough but it was agreed that the grants should be used for the top-up of salaries.

Audrey queried the installation of boot scrapers, for which we also had a grant. Louise explained that we have delayed purchase and installation of these in order to make full use of the warranty period. However, the grant monies are ring-fenced.

Events: Since there was only one correct entry for the elf competition Louise suggested using only £20 of the sum donated by Bryn Morgan for prizes, in order to buy a voucher, holding the rest over until our next event.

We all agreed that it would be a good idea to pencil in a September date for Sherfest, to be reviewed later.

The combined Fabric & Threads and Craft Club Zoom meetings have been very successful and welcomed by all taking part.

Health & Safety/ Maintenance/ Security:

Regarding the installation of additional bollards, Audrey pointed out that Hampshire Crime Commission may have grants available to help with this.

Regarding the issue of Calabash Washroom Services, it was agreed that an extended contract would be appropriate.

8. Finance Report:

Please refer to Sarah M's spreadsheets for income, expenditure and 3-month forecasts. Sarah pointed out that we are still in a good position financially, and covering all our expenses, although the various grants we have received have helped considerably. The latest of these is a [£2668](#) grant received today from Basingstoke & Deane.

The accountant has been asked to clarify an item in the report regarding employee costs. We have received his invoice is for £550 which all agreed we should be paid.

Steve asked if we are likely to continue to hold our own financially in the coming months, and Sarah confirmed that this is likely.

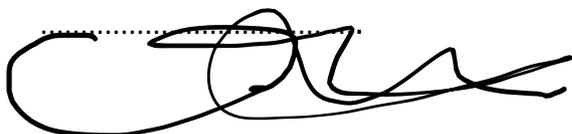
Louise will have further discussions with the nursery with regard to them paying back their outstanding deferred rent.

9. AOB:

Steve queried our position regarding the timing of the AGM and the potential lack of public participation. Louise will make enquiries and Carl will check the Charity Commission website for guidance.

10. Next meeting: 17th February 2021.

Approved and signed by

A handwritten signature in black ink, appearing to be 'Carl Lesh', written over a dotted horizontal line.

On: 17th February 2021

Carl Lesh
Chairman
Sherfield Park Community Association