

FENNY BENTLEY INITIATIVE

Minutes of a Meeting of the FBI, held at The Coach and Horses Public House, Fenny Bentley 4th October 2022

Present: Louise Whinnett
Brenda Kirkham
Kerry McNair
Amanda Everitt
Erica Allsopp
Alexia Wyer
Christine Brownlee
Steve Wright
Ken Croft

Apologies: Charlie Miller
Pauline Smith
Cynthia Whitlock

1. FBI Structure

- 1.1. In order to revitalise the charity, it was determined that new Trustees and formal roles should be appointed. Kerry and Louise agreed to become Co-Chairpersons and Ken agreed to remain as Treasurer for at least the next 12 months.
- 1.2 It was agreed that the FBI would keep its bank account at Natwest but the account would be updated to include on-line banking. Once the on-line banking has been established, the signatories on the account can be changed if needs be.
- 1.3 With respect to the signatories on the account, it was resolved that Ken would remain as a signatory with two further co-signatories required.
- 1.4 Alexia and Brenda agreed to be counter-signatories but with any one person authorised to make a payment.
- 1.5 It was agreed that Erica, Amanda and Chris would take on the role of Programme Secretaries who would be responsible for tickets, promotions etc.
- 1.7 Ken advised what the role of a Trustee entails and it was agreed that the 7 vacancies would be filled by Ken, Brenda, Charlie, Kerry, Louise, Amanda and Alexia.

1.8 Kerry will Whatsapp Cynthia to enquire whether she would like to be a Committee Member or just a helper, to clarify her role.

1.9 Kerry was asked to send a copy of the minutes to Amanda to check if they were being presented properly.

1.10 Ken informed the meeting that he would need a signed set of minutes from this meeting.

2. Insurance

2.1 Ken informed the meeting of the cost of the last insurance quotation for the FBI and wasn't sure if the cost was justified.

2.2 As the events that can take place without the insurance are grossly prohibited, Kerry raised concerns about the viability of the FBI without insurance and that she felt uncomfortable being a Trustee without it, when she and other Trustees would be potentially vulnerable for personal claims made against them in the event of any issues.

2.3 Ken felt that for small events, insurance would not be necessary.

2.4 Amanda said she would ask local contacts for donations towards an insurance policy. Ken said he would review the insurance and organise an up to date quotation.

3. Bank balance

3.1 Ken confirmed that the bank had a current balance of £1,462.80, with £84.00 of that balance ring-fenced for Ben Woodroffe, as his contribution to the fund.

3.2 Amanda pointed out that Ben said that this money could be used where it was needed but Ken felt it might be better directed towards a similar event to that which raised the money in the first place.

4. Future Event Planning

4.1 Louise suggested that rather than initially focusing on the bigger objective of funding a community space, it may be better to set more achievable goals to work towards including development of the church, supporting the school, improvements to the village etc. It was suggested to the meeting that some door knocking in the village may be prudent in establishing what the villagers would like to see happen. Louise volunteered to create a questionnaire to submit to the group via Whatsapp for approval.

4.2 Brenda and Ken pointed out that there may be some overlap on items that the Parish Council may be responsible for. It was agreed that this could be reviewed.

4.3 The group suggested the possibility of a quiz at The Coach and Horses, Amanda suggested the possibility of an event at Bar 33 in Ashbourne and Ken suggested a walk with a lunch. Brenda mentioned that Charlie had suggested a Sunday get together in the Church to have games etc

4.4 It was agreed that Kerry would chase Sheila at the school to get an update on where we were with the lease contract.

4.5 It was unanimously agreed that we don't want to over-do the events and create FBI fatigue

4.6 The meeting loosely touched on a barn dance / ceilidh and whether the existing marquee would be big enough. It was concluded that the marquee would not be adequate and Steve suggested that the event would be better in a barn.

5. Carol Singing

5.1 The date is to remain the 18th December 2022.

5.2 It was agreed that the event would commence with mulled wine in the Church at 4.30pm, followed by carol singing around the village, including calling into the Bentley Brook and finishing with mince pies and a drink at the Coach and Horses. Amanda volunteered to speak to both pubs to check that this would be okay.

6. Cinema Night

6.1 Raffle prizes are required for the cinema night to be held on 2nd December 2022.

6.2 Chris is going to be in charge of administrating the tickets. It was agreed that in order to avoid wastage, the tickets should include the pre-ordering and pre-payment of food but with a small surplus available to be purchased at the event. It was suggested that a slip be added to the event poster for food and drink and that it could be filled in and handed to Chris.

6.4 The tickets, food, drink and respective price list need to be agreed asap.

6.5 Kerry to purchase raffle tickets and to check that she has the whole system available including projector, screen and sound

6.7 Louise reminded the meeting that we need to make people aware that they will need to bring their own blankets and cushions

6.8 After the food has been agreed, Brenda will check the cost of the items at Costco.

6.9 It was agreed that the film would be The Polar Express.

6.10 Amanda volunteered to sort the portaloo but the group felt the toilet might not be adequate. It was agreed that we would look into the cost of hiring one. Alexia offered the toilet at her house for general use.

6.11 It was suggested that fairy lights should be used to light paths and we were reminded that the portaloo would also need a light.

7. General Matters

7.1 It was agreed that the FBI would be concentrate their efforts on getting the charity set up running properly and the December events and then all other items would be suspended until the new year.

7.2 The posters need creating urgently to advertise the December events and these should be distributed around the village by knocking on doors. At the same time, email addresses for those wishing to be involved could be collected and we could combine the poster introducing the FBI and what it is trying to achieve.

7.3 Brenda will organise a delivery rota from the electoral role. Brenda also agreed to set up an email for the FBI.

7.4 It was suggested that the FBI could advertise in the village magazine and Brenda confirmed that the deadline for the next issue was 25th October 2022.

7.4 The immediate jobs including the questionnaires, were going to try to be ready for 14th October for approval, with a suggested date of week commencing 17th October for distribution.

7.5 Steve said that he could provide the paper and print the leaflets / posters FOC.

8. Next Meeting

The next meeting will be held on 1st November at 7.45pm at The Coach and Horses

There being no further business, the meeting was concluded.

Signed

Kerry McNair Co-Chair