

The minutes of the meeting of the Stimpson's Piece Charity Trustees held at the Town Hall on Wednesday 9th February 2022 starting at 7.30pm

Present: P. Mitchell (Chair), M. Steel, S. Fisher, A Hazelwood, M Lester, S Morgan (from 7:32pm)
S Beadle (District Councillor)
G Peck (County Councillor) (from 7:45pm)

Kirsty Cotgrove (Clerk) and 2 members of the public.

S21/1. To receive apologies for absence.

Apologies for absence were received from B Douglas and J Harding.

S22/2. To receive Trustees declarations of interest in agenda items

None received.

S22/3. To adjourn the meeting for public participation

None.

S22/4. To receive and adopt the minutes from the meeting held on 8th December 2022

It was agreed to approve the minutes from the meeting held on 8th December 2022.

S22/5. To receive information on matters arising from the minutes not listed elsewhere on the agenda

An emergency phone has been purchased and the number is included on the hiring agreement.

S Morgan arr. 7:32pm

S22/6. To receive an update on grant for loft insulation

As the ceiling at Stimpson's Piece is mixed, with part of it comprising a suspended ceiling, it has been very hard to find someone to quote for insulation. The possibility of purchasing insulation pads, and installing them bit by bit was discussed. A quote will be sought for sourcing the pads and having them fitted by a local contractor. Broadland will be approached to explain the situation, and to see if funding would still be available.

S22/7. To approve the purchase of replacement ceiling tiles

A quote has been obtained for £104, including VAT and postage, for a box of 16 tiles. M Lester will ask Broadland if the tiles can be included in the grant application, and will provide details of the number of insulation pads required to Cllr. Mitchell, who will contact the supplier to see if they also sell the insulation packs.

S22/8. To approve the Football Club agreement

A draft was sent to the Football Club, who have returned it with some suggested minor amendments. It was **AGREED** that P Mitchell can sign this on behalf of the Trustees.

S22/9. To consider repairs to the car park

Repairs are not essential yet, but will be required in the future, as potholes are starting to open. NR11 are due to clear the old tennis court soon, and will be filling holes in there, so they will be asked to fill any holes in the car park, if they have any materials left over.

S22/10. To consider the installation of a new CCTV camera

There have recently been a few incidents of anti-social behaviour, including around the skate park and shelter. A quote has been obtained to move one of the cameras covering the Pavilion, and one to install a new camera. In light of recent vandalism in the Market Place toilets, it was **AGREED** to accept the quote for an additional camera.

County Cllr G Peck arr. 7:45pm

S22/11. To agree to investigate the possibility of the water meter being moved onto Stimpson's Piece land and / or to obtain quotes for the installation of separate water meters to monitor water usage

The water meter that serves both the Pavilion and the tennis club is located in the garden of a private residence. It was agreed that Anglian Water will be contacted to see if the meter can be moved onto Stimpson's Piece land, and if separate meters can be provided for the tennis club and Pavilion.

S22/12. To ratify the cleaning and maintenance services agreement

The draft agreement was circulated prior to the meeting. This was **AGREED** and will be sent to the contractor to sign.

S22/13. FINANCE –

To received income / expenditure to 31st January 2022

Income / expenditure figures to 31st January 2022 were received.

To approve bills paid / to be paid since last meeting.

It was unanimously agreed to approve all bills paid / to be paid since the last meeting.

To approve the Financial Regulations and Financial Risk Assessment

Both policies were duly **APPROVED**.

S22/14. To receive correspondence / late correspondence and refer to future agenda items

The working group met with the nursery, who have now cleared the kitchen cupboards and the noticeboards. As agreed, trustees will look into making an additional cupboard space for them.

S22/15. To confirm the date of the next meeting

It was agreed that the date of the next meeting would be Wednesday 9th March 2022 at 7.30pm. The meeting will be held at the Town Hall.

S22/16. To close the meeting

There being no further business the meeting was closed at 7:52pm