



**Broughton Parish Community
Charity
Charity Trustees Meeting**

**Minutes of Meeting on
08/10/2024 at Broughton & District
Club**

www.broughtonparishcc.org.uk
Registered in England and Wales
Registration Number: 12018657

Present:

- 1) Trustees: Andrew Wilson (Chair), Leila Eccles, Chris Dew, Barry Moore
Peter Burton (Secretary)
Guests: Kevin O'Sullivan, Nigel Parkinson(Broughton PC)
Apologies:Harry Landless

- 2) Minutes for the meeting of 3rd September 2024, were approved

3) Harry reported that he had had a reasonable response for the Cafe Manager position, and had carried out some first interviews, which had produced potential candidates. He requested confirmation of hours and rates, which were confirmed as 22.5 hours flexible over 5 days at a prorata rate to 37.5 hours of £25,500 rising to £26,300 after 6 months

Leila will liaise with Harry over second interviews

4) Leila has produced for the staff & volunteers a charity vision. She asked for confirmation of staff job titles to be able to produce the contracts. It was also commented that although self employed contractors both Peter & Hugh would also require contracts.

Andrew had received an email from Caroline, as to how her roll fits in. Andrew & Leila will have a meeting with Caroline to discuss.

5) Andrew has lawyers working on terms of the loan for the Paddle Courts at the club. The courts are aiming to be open for Sunday 13th October Weather dependent

Andrew will let Peter know when to release the loan.

6) Nigel Parkinson reported that the Parish Council, had always hoped that the cafes future would be sustainable. This years second contribution would be made shortly, and that the council had a meeting coming up where they would agree the phased withdrawal of funding over the next 2 years



He went on to suggest the Plunkett Foundation as a possible source of funds, or whether another lottery grant might be feasible.

Leila suggested she put a presentation together to present at the next Parish Council meeting to try and get an extension on funding.

Peter would put together some projections for the rest of 2024/25 through to 2026/27

8) a) Andrew reported that all the lottery admin was now complete.

b) Contracts were covered earlier in the meeting

c) Peter explained the trading figures for September

d) Harry's written report was covered earlier.

e) No report on Funding initiatives.

f) Kevin was present as potential new Trustee

9) All trustees should consider new initiatives to raise funds. This area should not just fall on 1 person.

10) The next meeting is Tuesday 12th October 2024 @ 6:15 at Broughton Club

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