

## MINUTES OF THE MEETING OF THE EIGHT PARISHES COMMUNITY INTEREST COMPANY

Held at Misterton with Walcote Village Hall, Walcote, Leicestershire

Wednesday 22<sup>nd</sup> November 2017 at 18.30

### Minute Number – 28

#### 1.0 DIRECTORS PRESENT AND APOLOGIES FOR ABSENCE

##### 1.1 PRESENT:

Mrs Elizabeth Marsh (EM) (CHAIR) – [Misterton with Walcote Representative \(MIS\)](#)

Mr Phil Alcock (PA) (VICE-CHAIR) – [South Kilworth Representative \(SOU\)](#)

Mrs Jane Robson (JR) – [Swinford Representative \(SWI\)](#)

Mr Ed Hunt – [Cotesbach Representative \(COT\)](#)

Mr John Green (JG) – [North Kilworth Representative \(NOR\)](#)

Mrs Katherine Clarke (KC) – Clerk to the CIC

##### 1.2 APOLOGIES:

Mr Jonathan Bateman (JB) – [Westrill & Starmore Representative \(WES\)](#)

Mr Ray Fisher (RF) – [Catthorpe Representative \(CAT\)](#)

Mr Frank Fisher (FF) – [Shawell Representative \(SHA\)](#)

#### 2.0 APPROVE MINUTES OF THE MEETING HELD ON 6<sup>th</sup> SEPTEMBER 2017

2.1 The minutes of the meeting held on 6<sup>th</sup> September 2017, as circulated, were confirmed as a true record of matters discussed. **Resolved:** EM ([MIS](#)) signed the minutes.

#### 3.0 MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 6<sup>th</sup> SEPTEMBER 2017

3.1 KC is still liaising with Vattenfall regarding plans to mark the 5<sup>th</sup> anniversary of the windfarm. It was decided that the CIC would like to hold an open day at the Windfarm followed by a hog-roast in Walcote, possibly at the village hall. EM ([MIS](#)) will find out hall availability in May and June 2018. KC will speak to Vattenfall to find out if they will organise the open day and pay for buses, hall hire and hog roast. It was also suggested that a photo competition is held for the local schools with Vattenfall judging.

3.2 KC reminded the parish representatives that Vattenfall would like some photographs of projects funded by the CIC. Any photographs should be sent to KC. Some of the parishes have now submitted photographs which will be sent to Vattenfall.

3.3 A decision on whether or not to continue to operate the MHBS account was deferred until this meeting. For the time being the funds will be left in the MHBS account as the 2018 grant will be paid into the Natwest account early next year. KC will start to look at alternative accounts and EH ([COT](#)) will speak to a Financial Adviser based in Cotesbach.

#### 4.0 ACCOUNTS / FINANCE MATTERS

##### 4.1 *Cheques issued for approved grant applications:*

Approved Grant Applications	Amount	Cheque
South Kilworth Parish Council – Village Hall Car Park Repairs	£8,900.00	000145

##### 4.2 *Cheques issued for general expenditure:*

Expenditure	Amount	Cheque
North Kilworth Parish Council – Clerk Costs	£342.18	000146
Misterton with Walcote Community Trust – Room Hire	£10.00	000147

##### 4.3 Bank account balances for the period (after deduction of the cheques issued above):

CURRENT ACCOUNT    £5,682.58

DEPOSIT ACCOUNT      £41,087.41

**TOTAL FUNDS            £46,769.99**

- 4.4      Once the November 2017 Retail Price Index figure is released on 12.12.17 KC will submit the application to Vattenfall for the 2018 grant.

#### **5.0      APPROVAL OF ANNUAL REPORTS, DIRECTORS REPORT AND FINANCIAL STATEMENTS**

- 5.1      Annual reports have been received from each Parish and compiled into one report to be sent to Vattenfall.
- 5.2      The audit has not yet been completed, KC will approach Julie Morris to ask if she will kindly undertake the audit for 2017.
- 5.3      The Directors Report and Financial Statement for year ended 30.11.17 was approved and signed by EM (MIS) and PA (SOU).
- 5.4      The CIC34 form for Companies House was approved and signed by EM (MIS). KC will submit the form to Companies House once the audit has been completed.
- 5.5      KC will complete form AR01 for Companies House online.
- 5.6      KC will send all the annual report information for year ended 30.11.17 to Vattenfall by post on a memory stick once the audit has been completed.

#### **6.0      WEBSITE**

- 6.1      The website appears to be running correctly and is up to date. Any problems encountered with the website or any updates to parish pages should be sent directly to KC.

#### **7.0      CORRESPONDENCE**

- 7.1      No correspondence to report.

#### **8.0      ANY OTHER BUSINESS**

- 8.1      None.

#### **9.0      DATE OF THE NEXT MEETING**

- 9.1      The date of the next meeting is Wednesday 21<sup>st</sup> February 2018. The meeting will start at 18.30 and will be held at Misterton with Walcote Village Hall, Walcote, Leicestershire.

The meeting closed at 19.04.

**Minutes approved on 21.02.18.**