PCT Management Committee Minutes – Monday 12th June, 2023 – 7.30pm at the Pavilion Stores

Part 1

1. **Present:** N Constable (NC), A Constable (AC), S Young (SY), H Harrison (HH), J Holtom (JH) and S McMahon (SM).

2. **Declaration of members' conflicts of interest –** none

3. **Apologies:** N Backhouse (NB), D Austin (DA). A Constable present via Whatsapp.

4. **To approve PCT MC minutes of 15th May –** approved (NC proposed, SY seconded)
   Action: SM to send minutes to AC

Matters Arising

Running List of Actions: NC confirmed the Data Protection Policy was approved at the last meeting.

5. **To Review Running List of Actions assigned to directors –** attached

6. **AGM - final requirements prior to the meeting**

   Agenda – Item 3 Annual review
   HH suggested, as part of Item 3, the 3 PCT projects could be presented by those most involved (e.g. the 3 Project Chairs). They could then invite questions and comments from the floor. It was agreed this would encourage more participation and engagement.
   Action: NC to amend the agenda.

7. **Additional agenda items at Chair's discretion -** none

8. Correspondence

An invitation has been received from Alison Ward of Middlemarch, inviting Board Directors to a CLT online gathering. This event on 21st June would share learning and support. AC said she would be able to attend.
Action: HH to register our interest and AC to attend the online gathering.

An enquiry was received last month about whether a commercial food truck pitch had become available at the shop car park. NC responded on behalf of the Board and explained that this was not the case and that no such food trucks are permitted unless they are part of a PCT event.

9. Project updates and acceptance of committee minutes.

Shop – no minutes

Village hall development – minutes of the working group (30th May 2023) were approved (NC proposed and SM seconded).

HH updated the MC on progress of the development and proposed timeline. An informal pre-app has been done and it is intended the development will be discussed at the next PPC meeting on 4th July. NC, JH and HH will be at that meeting. The PCT could then discuss at our next meeting later in July. Consultation could follow in late October.

HH is concerned about fundraising for the development. The MC recognised Martin Hallam (MH) is best placed to progress this but there has been no feedback. HH questioned whether there needs to be a professional fundraiser. Charity status would enable fundraising, but the CPF is the current priority for the existing Charity. JH assured the MC this same Charity could be used once the CPF project nears completion. It was agreed an update was required from MH.
Action: SY to ask MH for a status report and will arrange a meeting (that will be minuted) and include DA (JH copied in).

Affordable Housing – *no* minutes

10. Membership Secretary's Report - included in the Annual report

11. Treasurer's Report – prepared by DA and included in the Annual report.

HH mentioned that Pavillion Stores had had a remarkable first year of trading. All agreed. Thanks go out to all those involved, particularly the many volunteers. It was agreed the PCT would organise a shop social event as a 'thankyou'. Friday 7th July, 6-8pm was suggested for drinks and nibbles.
Action: NC to speak to JoH about this event.

12. **Communications Officer's Report** – AC gave feedback on website activity following recent posts and correspondence sent to members. There has been an increase in website traffic of 3% with 530 unique sessions and specific interest in the AGM agenda, annual report and shop accounts. This interest was welcomed.

13. **Date of next full PCT MC meeting – 17th July 7.30pm Pavilion Stores**