

LIFE CORE TEAM/TRUSTEES MEETING 7/2/18

1. Andy Gore began the meeting with prayer.

2. **PRESENT** - Andy Gore(chair) ,Andy Evers, Sheelagh Webster, Julie Thompson, Muriel Dalton, David Dalton, Ed Tomlinson, Mark Blackwell, Chris Walton, Ross Ashley, Sue Harvey

3. **APOLOGIES:** Alan Wildon.

4. **THE MINUTES** of the meeting of 17th January were agreed to be a true record following amendments. Alternative minutes after removal of confidential matter were agreed to be available for interested non-committee members

5. MATTERS ARISING

Letter to non-church hall users had been issued, awaiting acknowledgement letters Ed and Julie confirmed that account with the Co-op Bank would be covered up to £85,000 by FSA

6. FINANCE

Bank account update– it was agreed that Life should be registered for Gift Aid with IR. Julie agreed to be the Gift Aid/IR contact. Facilitation of Gift Aid payments to go on the website. Julie wants to use Jonathan Lambert, of ABM Wickershams, who has volunteered his services, to help with queries and annual returns, though he is not to be Life's permanent accountant. An extra laptop specifically for finances is required so it can be passed round if necessary.

It was agreed that both a Co-op account and a CAF account be set up within the next three months as a safeguard for when Life is over the limit for FSA protection. All trustees to be signatories, any two to sign.

Paypal – a charity account is available and convenient though commission is payable. Ed proposed a Paypal account be set up as soon as Life has a bank account, Julie seconded.

7. COMMUNICATION

Website update – charity registration to be included. Facebook to be set up (not Twitter).

Donations – area to be separated into on-line and off-line. Disclaimer to be included. Paypal and Gift Aid payment forms added. BACS details to be added to off-line area. Vision and values as per business plan, plus policies and minutes from meetings. Photos of the building added, which can be updated as required. Team members names to be added, and newsletters, which need to be posted to those who are not on-line.

The website is to go live when bank account opened, proposed Andy Evers, agreed by common acclaim. Ed to action.

Email update – Andy E., Andy G, Julie and Mark to have email addresses.

Phone – not yet.

Publicity – Ed said that the Dronfield area had been covered, Life needs to go national. Various Christian newspapers could be brought in – Baptist Times, Church Times, Methodist Recorder etc – would help with fund-raising.

8.CHARITY DEVELOPMENT

Business Plan update –Andy E. had met John Plant and handed round a new Business Plan, and was to meet him again the following day.

9. BUILDING

Valuation update – for confidentiality meetings would be Andy E., Andy G. and Peter.

Valuers to be brought together with Jill as the link to maintain confidentiality.

Listings - English Heritage – a friend of Chris's had told him of grant funding for church buildings being restored or maintained in a modern way. The building is listed as The Old Vicarage, Dronfield.

Damp inspection - had offered a written report free of charge. He had inspected the building and found rising damp and active woodworm, all treatable. He said it was a lovely building!

10. ANY OTHER BUSINESS John Plant said that users need to be defined. Julie suggested movable walls to make better use of the space. Ed said the hall in Ilkley had sound deadening, which would widen the circle of users. Elise, Andy G., Andy E, Ross and Chris are meeting 17/2 for further discussion. Ed thought too much paper was being used – everything should be done electronically.

Next meeting Wednesday 21st March 2018 7.30pm Dronfield Baptist Church.