



**Broughton Parish Community
Charity
Charity Trustees Meeting
Minutes of Meeting on
10/12/2024 at Toll Bar Cottage**

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

Present:

1) Trustees: Andrew Wilson (Chair), Leila Eccles, Chris Dew, Harry Landless

Peter Burton (Secretary)

Guests: Cheyrl Carey, Nigel Parkinson (BPC), Kevin O'Sullivan,

Kevin informed that all the relevant paperwork had been completed, and he is cleared to be a Trustee.

2) Apologies: Barry Moore,

3) Minutes for the meeting of 12th November 2024, were approved

4) Cheryl has commenced employment, and shared some ideas she has for the Cafe. These include a soft furnishing area upstairs, Cream Teas, Gift Vouchers, and Pay Forward, where customers can contribute to refreshments for those in need. The Trustees thought all of these are good ideas, and look forward to the ideas developing.

5) Arrangements are still to be made regarding giving the new contracts to the Staff. Harry Leila & Cheryl are to liaise

6) Nigel reported that the Parish Council will fund the Charity with £15000 for the 25/26 financial year. No commitment was given beyond this with a future review in November 25. A discussion was held regarding the cafe, the Village and the Parish Council, and it was agreed that Communication and openness is the key.

7) a) Andrew reported that the Lottery transfer is just awaiting a final transfer of approximately £90

b) Contracts were covered earlier in the meeting. Cheryl & Caroline will meet to discuss Compliance.



- c) Peter explained the trading figures for November.
- d) Harry had no further points to raise.
- e) Following on from the resignation of Gemma, further names were mentioned for new trustees. Current Trustees are asked to think of potential people to approach.
- f) Leila had a constructive meeting with Caroline leading to the proposed meeting with Cheryl. Peter is to talk to Caroline re website Management
- 8) All trustees should consider new initiatives to raise funds. This area should not just fall on 1 person. Particularly looking at funding to refurbish upstairs

10) The next meeting is Tuesday 7th January 2024 @ 6:00 at The Cafe.

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