

**Enborne Parish Council**

Kim Lloyd -Clerk to the Council

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**MINUTES FOR THE POORS ALLOTMENT CHARITY.**

**MONDAY 11 MAY 2020– 7.00pm - REMOTE MEETING.**

**Present**: Cllr. Leeson (Chair)

Cllr. Garrett (Vice-Chair)   
Cllr. Kendall

Cllr. Robinson

Cllr. Ramah (from item 11)

**Clerk:** Mrs K Lloyd

*Note: The Poors Allotment Charity trustees are all members of Enborne Parish Council*

**In attendance:** 1 member of the public.

*Cllr Garrett announced that the Clerk is recording the meeting for minute purposes. The recording will be deleted once the minutes are approved.*

1. **APOLOGIES.**None received, the District Cllrs would attend the meeting later.
2. **DECLARATIONS OF INTEREST.**No Declarations of Interest received.
3. **PUBLIC QUESTIONS- UN-MINUTED.**

Nothing raised.

1. **MINUTES FROM PREVIOUS POORS ALLOTMENT CHARITY MEETING.**Trustees **RESOLVED** **UNANIMOUSLY** to confirm and adopt the Minutes of the Poors Allotment Charity meeting held on Monday 20 January 2020.
2. **INCOME AND EXPENDITURE STATEMENT FOR YEAR ENDING 2020.**

Cllr Leeson approved the statement as shown as Appendix 1 and signed. The Clerk will add the approved figures to the 2020 Account Summary on the Charity Commission public website. **ACTION: Clerk.**

6 FINANCE

**PAYMENTS**

|  |  |  |
| --- | --- | --- |
| 1 April 2020 | Came and Company. Insurance | £218.00 |
| 1 April 2020 | Mr C. Garrett – Expenses for printing ref. Solar Panel item. | £47.20 |

**INCOME**

|  |  |
| --- | --- |
| NEWBURY BUILDING SOCIETY | £0 |

**ACCOUNT BALANCE**

|  |  |
| --- | --- |
| NEWBURY BUILDING SOCIETY | £9,784.27 |

1. **PAYMENT SCHEME RENEWAL**

Cllr. Leeson confirmed with the Clerk that she had received the email notification for the deadline of 15th June 2020 to apply for payment. The Clerk acknowledged the email. **ACTION: Clerk**

1. **GRAZING LICENCE RENEWAL.**

Cllr. Leeson confirmed the current licensee holder would like to renew for a further year to 1 March 2021. The cost for the year is £800. The payment has been requested from the licensee. Cllr. Leeson said there was someone else who is interested in renting the field. However, the current licensee will be honoured, and we await on the payment.

**ACTION: Cllr. Leeson**

1. **SOLAR PANEL PROGRESS UPDATE.**

Prior to the meeting an update on the solar project was circulated to the Trustees. Members of the Public wishing to view the full report should go to the Enborne Parish website. Cllr Garrett summarised the update for the meeting as follows.

Following the public consultation and public meeting of 20th January, Cllr. Garrett circulated a report on the results of the questionnaire, the meeting and recommended a way forward. The Trustees agreed unanimously to implement the following recommendations:

1. Consult the Charities Commission and seek permission for the Charity to partner with a Community Benefit Society
2. Apply for and successfully obtain a grant to perform a feasibility study
3. Write a scope of work for the feasibility study that includes among all the technical issues the following items of community importance:
   1. Establish whether the project is economically viable or not. It must at least not bankrupt either the Charity or the Parish Council
   2. Determine how much of the field needs to be covered with solar panels to pass the economic viability test and how much needs to be given over to visual screening.
   3. Must find a way to mitigate the adverse visual impact of the panels/infrastructure for most of the residents overlooking the field. If this cannot be achieved then the project becomes divisive and, in our opinion, will not be socially viable.
   4. Determine any other adverse impacts e.g. auditory and find a means to mitigate or eliminate these impacts

The results document was delivered throughout the Parish in mid-February and updated parishioners on the decision of the Trustees. “The consensus among Trustees is that we should perform the feasibility study before we make a final decision and the Parish Council is prepared to support the Charity with financial help, if required, in order to submit a feasibility study grant application.”

Cllr. Garrett considered applying for a Rural Community Energy Fund (RCEF) grant so that we could conduct the feasibility study ourselves and thus postpone the need to obtain permission from the Charities Commission to sign a lease option agreement. However, RCEF assessment criteria state that an organisation must have a project manager in place (or be recruiting one) “who is clearly able to offer the time, skills and experience required”. The Poors Allotment Charity does not have such a person and does not have the funds to employ one. Therefore, to facilitate the application to RCEF we need to partner with Calleva Community Energy (Calleva).

In an ideal world we would get permission to proceed from the Charities Commission and then sign the lease option agreement with Calleva. The slow pace of communication with the Charities Commission and a fast, approaching deadline (14th May 2020) to apply to RCEF for the current round of funding has forced us to consider and recommend the following:

* The charity is not able to sign a lease option agreement without further guidance from the Charities Commission.
* Calleva have proposed that we sign a “Heads of Terms” agreement, Calleva are thus committing to carry out the work needed, to submit an application, at their own risk as their effort may be wasted if the Charities Commission do not approve the partnership.

In the meantime, and prior to the approval of the Trustees, Cllrs. Garrett and Leeson and Calleva have been working on a pre application submission and the actual application documents for submission before the 14th May 2020.

Cllr. Garrett proposed The Poors Allotment Charity Trustees should sign the Heads of Terms agreement. This allows Calleva to apply to fund the feasibility study while leaving the Charity with the ability to withdraw from the agreement if we cannot acquire a satisfactory go ahead from the Charities Commission.

Cllr. Leeson said this is going to be a long-term project. Calleva will have further consultation and there will be ongoing discussions with West Berkshire Council.

Trustees **RESOLVED** **UNANIMOUSLY** to sign the Calleva ‘Heads of Terms Agreement.

**ACTION: Cllr. Garrett.**

1. **CHARITY FIELD -REGISTER OF DEEDS PROGRESS UPDATE**

Cllr. Garrett requested from the Land Agency the Title Deeds. The address shown on the deeds was a previous Clerks address, who represented the Trustees at that time. The Title Deeds will need to be updated and the question arose whether to use the Clerks address or register the title with ‘’The Official Custodian”. This would then reduce future updates and cost to amending the title deeds. Cllr. Garrett will do some more research into this to find out if the title deeds could be shown this way with no additional complication. **ACTION: Cllr Garrett.**

*Cllr. Ramah joined the meeting.*

1. **TRUSTEES – ANY FURTHER REPORTS/QUESTIONS.**

Cllr. Garrett then asked for thoughts on how the money raised from the solar panels could be spent should we reach a point where the project is implemented.

Calleva need to specify in the RCEF application document, areas where the money could be spent. i.e. Solar panels on the school, making the Church more energy efficient, perhaps with solar panels, or installing vehicle electric charging points in the Parish.

1. **CLERK -ANY FURTHER CORRESPONDENCE /UPDATES ON PREVIOUS ACTIONS.**

Nothing to report.

1. **DATE OF NEXT MEETING.**The date of the next Poor’s Allotment Charity Meeting is on Monday 14th September 2020 (time and if remote or at the Barn is yet to be confirmed).

APPENDIX 1



*Meeting closed 8pm..*