

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

Held at Shawell Memorial Hall, Shawell, Leicestershire

Wednesday 20<sup>th</sup> November 2019 at 18.30

### Minute Number – 37

#### 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) – [South Kilworth Representative \(SOU\)](#)

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

Mr Howard Jones (HJ) – [Shawell Representative \(SHA\)](#)

Mr Mike Southam (MS) – [North Kilworth Representative \(NOR\)](#)

Mrs Katherine Clarke (KC) – Clerk to the CIC

##### 1.2 APOLOGIES:

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

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

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

#### 2.0 APPROVE MINUTES OF THE MEETING HELD ON 11<sup>th</sup> SEPTEMBER 2019

2.1 The minutes of the meeting held on 11<sup>th</sup> September 2019, as circulated, were confirmed as a true record of matters discussed. **Resolved:** EM ([MIS](#)) signed the minutes at the end of the meeting.

#### 3.0 MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 11<sup>th</sup> SEPTEMBER 2019

3.1 No matters raised.

#### 4.0 FINANCIAL MATTERS

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

Approved Grant Applications	Amount	Cheque
North Kilworth Parish Council (Bowls Club)	£5,000.00	000256
South Kilworth Parish Council (Table Tennis Club)	£1,000.00	000260

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

Expenditure	Amount	Cheque
Online Toolbox (Website Provision)	£75.00	000257
Shawell Memorial Hall (Room Hire)	£15.00	000258
North Kilworth Parish Council (Clerk Costs)	£289.60	000259

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

CURRENT ACCOUNT   £33,989.18

DEPOSIT ACCOUNT   £41,251.92

**TOTAL FUNDS       £75,241.11**

#### 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 Directors Report and Financial Statement for year ended 30.11.19 was approved and signed by EM (MIS) and PA (SOU).
- 5.3 The CIC34 form for Companies House was approved and signed by EM (MIS). KC will submit the form to Companies House.
- 5.4 KC has completed form AR01 for Companies House online.
- 5.5 KC has completed the Corporation Tax Return and submitted the return to HMRC.
- 5.6 KC will send all the annual report information for year ended 30.11.18 to Vattenfall by post on a memory stick.

## **6.0 WEBSITE**

- 6.1 There is a problem with the accessing the administrative side of the website to upload documents. KC is liaising with Online Toolbox to get the matter resolved.

## **7.0 CORRESPONDENCE**

- 7.1 Vattenfall have advised that Peter Bartlett is still the Swinford Wind Farm Site Manager, but Berry Jordan will now be responsible for the liaison with all of our community funds.

## **8.0 ANY OTHER BUSINESS**

- 8.1 No matters raised.

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

- 9.1 The date of the next meeting will be Thursday 13<sup>th</sup> February 2020. The meeting will start at 18.30, venue to be confirmed.

The Chair closed the meeting at 18.57.

**Approved as accurate on 13.02.20.**