

Ray Windfarm Fund CIC Board Meeting

Date 24th November 2022

By Zoom

Time 7.00pm

1. In attendance

Action

David Burn, (DB) Chair; Lesley Gosling (LG); Mark Neale (MN); Peter Ramsden (PR); Paul Cowie (PC); Joanne Willis, (JW) CDO (Minutes)

Apologies Sarah Crone (SC); Martin Chilvers (MC); Chris Robson (CR); Katie Wood (KW)

DB informed the meeting that Andrew Harding (AH) resigned with immediate effect. Directors wish their thanks for all the hard work AH has given to the CIC over the years.

2. Minutes of the last CIC meeting 27th October 2022 and matters arising

Accepted as a true record.

3. Notes of Virtual ARC 17th November 2022

Accepted as a true record.

4. Draft of F & GP Minutes 8th November 2022

Accepted as a true record. PR asked for clarification regarding action taken regarding security of emails and/ or purchasing tablets for Directors. MN's contact at apple advised that the CIC use google workspace at £4.6 per month per user and will send on specifications to JW.

JW
MN

5. Declarations of interest

N/A

6. Applications

- 208 £22,197

Following review at the ARC a new set of pre Covid accounts was circulated, this still shows that the hall breaks even, with little profit made. Other Directors said this was the norm for village halls, though there are large reserves here due to Covid grants and an investment fund. Planning permission is required for the change to the entrance, the application has not been made. Further quotes are required for the works. **Unanimous decision to defer the application till planning permission granted and further quotes for the work have been received.**

7. Risk Register

JW had updated with the share investment. PC asked whether the fraud/ security risk had been updated. Due to not yet having a new two factor authentication email in place this

has not been amended, the entry will be changed once action has been taken. All amounts paid still require two authorisations in online banking. JW asked whether the current system of £10 initial payment for new payees followed by the remainder of payment once recipient had confirmed receipt could be waived for amounts up to £1,500. The Community Foundation Cyber Fraud Webinar with Barclays had relayed that verbal verification of bank details from a trusted source was the most important way to combat fraudulent activity. To be discussed at F & GP in January.

8. Draft 2021-22 Accounts

JW
CR

JW read the notes that CR had provided in his absence. DB raised some points regarding the wording and missing notes. JW to raise with CR, to discuss and sign off at Extraordinary CIC meeting next week.

9. Annual Report

JW
PR
MN

JW to liaise with PR and have a final draft ready for next week. MN to format the document. JW to send on photographs to MN, PR to provide MN with master RWF logo.

10. AOB

JW
LG
MN

- Kirkwhelpington Youth Club have a revised amount of £400 for the Christmas trip transport and food from SDF. **Directors approved this amount.**
- F & L Brewery Directors invitation to tap room opening, to arrive at 6pm on 8th December, LG has organised a press call.
- Bellingham Show are happy to display RWF banners on show day. LG and MN to liaise about possible banners for publicity.
- LG enquired if we should do a press release for the EAT Bursary, all agreed to publicise with recipients featured with their approval.
- DB requested a report on Director interviews at Extraordinary CIC meeting next week, all interviews will be completed by Tuesday 29th November. Decision can then be ratified and applicants notified.

Closed 7.50pm