

**Minutes of the Meeting of Cantley Staithe Charitable Association held on  
Tuesday Thursday 9<sup>th</sup> July 2020 at 7.00pm via Zoom**

**Present:** Dot Machin  
Kevin Francis  
Peter Key  
Brenda Pawsey  
Jan Davis

**Also present:** Melanie Eversfield, Clerk to the Trustees

**1. Apologies**

Apologies for absence were received from Norma Knight and Steve Bennett.

**2. Minutes of the Meeting held on 16<sup>th</sup> January 2020**

These were circulated and agreed as a true record.

**3. Matters arising from the minutes**

- a) The Clerk to the Trustees stated all 2019 Mooring Fees were paid before 31<sup>st</sup> March 2020.
- b) The Clerk to the Trustees stated that all 2020 Mooring Fee invoices have been paid so far. There are two moorings available at present.
- c) The Clerk to the Trustees stated that all recycling credit invoices were now up to date and a direct debit mandate has been set up for future payments. She also stated that a reclaim from Norfolk County Council for 2018/2019 and 2019/2020 has been received.

**4. Finance**

- a) It was noted that the insurance payment to Cantley Parish Council for £465.60 for the year 2020 had been paid via bank transfer. It was also noted that a direct debit of £12.60 was paid to URM on 29<sup>th</sup> April 2020.
- b) The accounts from 1<sup>st</sup> April 2020 to 30<sup>th</sup> June 2020 were received and noted.
- c) It was noted that the Annual Return for the year ending 31/03/2020 has been submitted to the Charity Commission.

**5. Matters for consideration**

- a) Recommendations from the Cantley Staithe Working Group had not been received via the Clerk to the Trustees due to not being able to meet during Covid-19. However the Clerk stated that the Working Group were continuing to look into water and electricity at the Staithe and were in contact with the Sugar Factory.
- b) It was noted that Cantley, Limpenhoe and Southwood Parish Council have budgeted £200.00 for the Staithe. Following on from the resolution in January 2020 with regard to resurfacing works it was **agreed** that the Clerk to the Trustees asks the Working Group when this work will take place.

Clerk

**6. Any Other Business**

There was none.

**7. Date of Next Meeting**

It was noted that the next meeting would take place on Thursday 15<sup>th</sup> October 2020 at 6.30pm in Limpenhoe Village Hall or online via Zoom.

The meeting closed at 7.25pm

**CHAIR**