

**Minutes of the Meeting of Cantley Staithe Charitable Association held on
Tuesday Thursday 18th April 2019 at 6.30pm in Cantley Village Hall.**

Present: Steve Bennett
Kevin Francis
Dot Machin
Peter Key

Also present: Melanie Eversfield, Clerk to the Trustees

1. Apologies

Apologies for absence were received from Brenda Pawsey and Norma Knight.

2. Minutes of the Meeting held on 15th January 2019

These were circulated and agreed as a true record.

3. Update on Transition to Parish Council as Trustee

a) The Clerk to the Trustees stated that the Staithe is now insured through Came and Company as part of the Parish Council insurance. A reimbursement of £806.50 from the Staithe to the Parish Council is due. Need to wait for new bank account to be opened before a reimbursement is made. **Clerk**

b) The Clerk to the Trustees stated that the Charity Commission website is up to date with regard to contact details but the annual return is still outstanding. The Clerk to the Trustees to obtain the log in details. **Clerk**

c) The Clerk to the Trustees stated that she is liaising with Tim Drew with regard to a handover of all accounts and paperwork. **Clerk**

d) The Clerk to the Trustees had paperwork available for a new bank account to be opened with Lloyds Bank and would obtain some personal credentials from the three signatories at the end of the meeting. **Clerk**

4. Finance

a) It was noted that an invoice for recycling credits was due and that Tim Drew would organise payment of this. Clerk to the Trustees to ensure this is done. **Clerk**

5. Matters for consideration

a) It was noted from the Staithe Working Group that there was a vacant mooring. It was **agreed** to advertise this vacancy as far and wide as possible. **Clerk**

b) It was **agreed** that the invoices for the 2019 Moorings would be sent out once the new bank account had been opened. **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 18th July 2019 at 6.30pm in Cantley Village Hall.

The meeting closed at 6.45pm

CHAIR