

**Minutes of the Meeting of Cantley Staithe Charitable Association held on
Thursday 15th July 2021 at 6.30pm at Cantley Village Hall**

Present: Dot Machin
Brenda Pawsey
Kevin Francis
Jan Davis

Also present: Melanie Eversfield, Clerk to the Trustees

1. Apologies

Apologies for absence were received from Steve Bennett. No apologies were received from Peter Key and Norma Knight.

2. Minutes of the Meeting held on 15th April 2021

These were circulated and agreed as a true record.

3. Matters arising from the minutes

a) It was noted that all mooring fees for 2021 had been paid with the exception of one that was still outstanding due to someone new taking on the mooring.

b) The Clerk to the Trustees circulated a draft risk assessment for approval. It was **agreed** that the Clerk looks at the comments made and finalises the policy.

Clerk

4. Finance

a) It was noted that there were no payments to be made.

b) The accounts from 1st April 2021 to 30th June 2021 were received and noted.

5. Matters for consideration

a) The email update from the working group was received and noted.

b) It was agreed that the Clerk looks into a new noticeboard for the Staithe and also contacts the Broads Authority in relation to their safety notices being illegible.

Clerk

6. Any Other Business

There was no other business.

7. Date of Next Meeting

It was noted that the next meeting would take place on Thursday 21st October 2021 at 6.30pm in Limpenhoe Village Hall.

The meeting closed at 6.46pm

CHAIR