

**Minutes of the Meeting of Cantley Staithe Charitable Association held on Tuesday Thursday 17<sup>th</sup> October 2019 at 6.30pm in Limpenhoe Village Hall.**

**Present:** Steve Bennett  
Kevin Francis  
Dot Machin  
Peter Key  
Brenda Pawsey

**Also present:** Melanie Eversfield, Clerk to the Trustees and 3 members of the public

**1. Apologies**

Apologies for absence were received from Jan Davis and Norma Knight.

**2. Minutes of the Meeting held on 18<sup>th</sup> April 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 there was one last thing to sign for the new bank account with Lloyds was set up. This would be signed at the end of the meeting. **Clerk**

**4. Finance**

- a) It was **agreed** that the invoices for the 2019 Moorings would be sent out once the new bank account had been opened. **Clerk**
- b) It was noted that an invoice for recycling credits was due and that payment of this would take place once the new bank account had been opened. **Clerk**

**5. Matters for consideration**

- a) Notes from the Staithe Working Group were circulated and noted with thanks to the group.
- b) The Clerk to the Trustees stated that some policies would need to be implemented for the Charity. Once she has drafted these she will send to the Trustees and Working Group so that everyone can have sight of them and make comment before they are agreed at the January 2020 meeting. **Clerk**
- c) It was **agreed** that the Staithe would be added to the Parish Council's Annual Health and Safety Inspection and in the meantime the Clerk to the Trustees would look at the paperwork received from the disbanded Trust to see if any inspections had taken place before. **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 16<sup>th</sup> January 2020 at 6.30pm in Cantley Village Hall.

The meeting closed at 6.50pm

**CHAIR**