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**Minutes of Ordinary General Meeting of the Board of
CHILHAM'S FUTURE DELIVERY BOARD LIMITED**

Meeting at: Vergers Lodge, Taylors Hill, Chilham

On: Tuesday, 5th February, 2013 at 7.30pm

MINUTES

Present:

David Hayes (Chairman)
Robert Berry
Helen Kirwan
Peter Higgs
Alison Ranns

1. Apologies – Ben Glancy and Aimee Brown
2. DH provided an update since the last meeting. In particular the successful and well supported joint 'Halloween Event' with Chilham Village Hall which had resulted in a profit. After expenses CFDB share was £567.09.
DH confirmed that, along with BG, registration had been made to attend the Funding Fair later in the month.
AR provided an update on the procedure and process for Trust and Fund applications. The amount of information required is quite extensive. It was agreed that we would try and create a 'template' that could be used in multiple applications, particularly as funding unlikely to come from one source.
AR to research and report back on time-frames, exclusions and schedule of submission dates for this year.
DH also provided an update on the meeting scheduled with KCC/KHS and there followed a discussion on the general approach to be taken. The anticipated outcome would be a list of KCC preferred contractors capable of delivering the scheme.
3. AR provided an update from the CPC and mentioned joint communications to update the wider Parish. This was unanimously welcomed. It was agreed that AR should communicate this back to CPC and liaise with CPC as to the best format to use.

Company Number: 6212253 **Registered Address:** Stourside Place, Station Road, Ashford, Kent TN23 1PP

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Company's HMRC Charity Tax reference **XT36028**



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AR also advised that there would be an Annual Parish Meeting on 18th April. It was agreed that CFDB would provide an update and would be represented at the meeting.

It was also unanimously decided that the Board should take steps to actively promote membership of CFDB which is open to any parishioner. Although the relevant forms are on the CFDB website, membership should be widened and encouraged.

Individual Board members will approach directly interested parties.

AR also provided an update on ABC's 'Plan-it' initiative and workshop which CFDB encourage.

AR also to provide a CFDB update at the next CPC meeting.

There being no other business the meeting was adjourned at 9.00pm