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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, 14th June, 2013 at 7.30pm

MINUTES

Present:

David Hayes (Chairman)
Ben Glancy
Helen Kirwan
Peter Higgs

1. Apologies received from Robert Berry and Alison Ranns. AR had registered agreement to items discussed via telephone.
2. DH updated the meeting on the website situation and how the arrangement would work going forward. It was unanimously agreed that any cost associated with hosting/maintaining the website would be met by CFDB. Administration and password access would not change and any updates would be posted by GD.
DH tabled the forms from 1+1. It was unanimously agreed that DH should complete and update.
3. DH updated the meeting on discussions with KHS regarding the next step in the process for the development. DH confirmed that following discussions with both A Wickham and ABC Community Engagement team, the necessary forms had been received for an application for KCC Members funds.
DH had preliminary emails with ABC and it was unanimously agreed that DH should complete and submit the forms as soon as possible.
Any grant from KCC Members Funds would be 'restricted funds' to be used for KHS scheme Safety Audit.
4. Following the very successful Chilham Chase weekend, DH tabled the correspondence with the Treasurer and confirmed that an 'unrestricted' donation had been given to CFDB of £700.00. This was very generous and the entire board expressed their appreciation. It was also hoped this might become a regular event. CFDB members had been involved and participated in the Concert, Ball, the Chase and had also provided car park stewards.

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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5. DH advised that the next meeting in July would be the CFDB AGM. Papers were in the process of being produced by the accountants and the necessary documents would be sent to Members with the Proxy forms. No date for the July meeting was agreed, as this would only be notified once the documentation had been agreed with the accountants.
6. HK updated the meeting on discussions and correspondence with Tessa Wheeler. The Board supported and approved of this contact and agreed that Tessa should be invited to join both CFDB and the Board. HK and DH would raise this with TW at their meeting.
7. AOB
 - i) BG tabled an idea for a fundraiser that might particularly appeal to OWL and more generally within the wider parish community. This was seen as an excellent suggestion – even if the event did no more than break even. BG agreed to take this forward and also discuss with CVH and report back at the next meeting.
 - ii) It was agreed that all Members should do more to increase CFDB membership and raise the profile. The Board would all endeavour to invite other parishioners to join the organisation as an on-going action point.
 - iii) DH to check Board retirement schedule in time for the AGM
 - iv) It was agreed that any letters of support from organisations, patrons, or parishioners should be posted on the CFDB website.

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