

Burton Community Association Trustees Meeting 7th Jan 2025 (follows General Committee meeting) at The Old House at Home PH

Present

George Hockin (Chair)(GH), Cynthia Walsh (CW), Lydia Thornton (LT), Trystan Hitchens (TH), Paula Coyle (PC), James Pearse (Treasurer)(JP) & Chris Bennett (Secretary)(CB)

1. Apologies for absence: Paul Hawkes (PH)
2. Notes of previous meeting on 12th Nov 2024

Approval was proposed by (PC) and seconded by (LT) – Minutes approved

3. Actions

Action			
13/10/21/2	PC & (JP)	Research banks to find an alternative account and suit our requirements	On-going

Action Updates

Action 13/10/21/2 – (CB) reported he had made a visit to HSBC in Bath and ascertained (PC) could visit alone to complete the mandate (taking proof of ID) and (JP) could use online banking to set up the dual authorisation process. (JP) agreed to coordinate with (PC) and make a personal visit to a local branch of our bank.

4. Treasurer's report – (JP) reported the bank account for end of Nov 2024 is as follows:

Current overall balance = £9,384.26p
 Restricted fund = £3,704.68p (40%)
 Unrestricted fund = £5,679.58p (60%)

The balance for end of December would be circulated once the bank statement for Jan arrives.

5. Health & Safety – No reports

6. BCA Corporate Matters –

- Insurance Renewal – (CB) reported he had sought prior approval (via email) to renew our insurance which had now been done. The cost for this year has a slight increase to £453.14p and invoice has been paid.

7. Any other business: - None

Meeting closed – 9.15pm

Next meeting - Trustees – 18th March 2025 (tbc)