



## Minutes of Trustees Meeting held via Zoom conferencing 28<sup>th</sup> May 2020

**Present:** Richard Anderson Chairman; Lina Fugill; Chris Grocock; John Rowley; Sheila Rowley; John Watson

**In Attendance:** Sean Fugill

### 1. Operational Issues:

#### a. Finance:

- i. A Finance Statement had been circulated to the Trustees. This showed a balance at the bank of £112,620 with a balance available of £96,620.

#### b. In Your Area:

- i. Chris is still pursuing but receiving no replies to his emails, which is the only way to communicate. **Action: Chris**

#### c. Deliveries:

- i. The situation with referrals from County had not improved and a strongly worded email had been sent to various personnel at County Hall. It was agreed to follow this up with contact with County Councillors. Chris would contact the councillor at Ashington. Sean to obtain names for Newbiggin and Morpeth. Sean would also speak with Bedlington Council. **Action: Sean & Sheila**

### 2. Project Action Plan:

- a. Following the agreements reached at the last meeting, an Action Plan had been produced and this was updated at the meeting and is attached to these minutes.
- b. It was agreed that for the next meeting Trustees would forward their updates to Richard prior to the meeting and he would update the plan. **Action: All**
- c. John advised that he would create a folder on the Intranet with a shared document for all to update. **Action: John R**

### 3. Any Other Business:

- a. It was confirmed that at present we are unable to accept new volunteer drivers or allow at risk volunteers to return to duties.

**4. Next Meeting:** The date for the next meeting via Zoom Thursday 4<sup>th</sup> June 2020