



Minutes of CFCT Committee Meeting

Thursday 2nd October 2025

Present: L.Hodgson, J.Longden, J.Prichard, M.Scovell, H.Todd

1. Apologies for Absence

J.Balshaw, M.Littlewood, F.Salberter, M.Smith, J.Viney

2. Minutes of Meeting 21 August 2025

Agreed and signed

3. Matters Arising

- Land registration – J. Nicholson will try to help. M.Scovell to meet with him soon.
- Water testing – W&F Council says water is potable (copper), trace lead requires advice from M. Moffatt.
- Car park Honesty Box signage – Approx. £30 cost agreed. M. Scovell to order this.
- Survey of Hall - T. Attwood & F. Salberter documented. Good starting point & appreciation to be relayed.
- Soffits & woodwork - F. Salberter & J. Longden met with M. Elliott. Quote expected.
- Wall-mounted electric radiators - Electrician to quote (for base-level heating).
- Windows - M. Elliott painter and S. Crompton will quote for double glazed windows, ideally wooden.
- Long-term hall plans - J. Prichard submitted a plan for consideration, suggests open meeting once CFCT has considered this. Chair expressed thanks for JP's work on this and reminded the Meeting that hall refurbishment plans had been explored on several occasions previously, with ideas put forward, discussed and discarded or put into future plans to be implemented. H. Todd will see if previous plans from B. Cunliffe and others can be located for reference. Future plans could include car chargers - M. Scovell to investigate options for grants and community funding. "Future plans for Parish Hall" to be added as ongoing agenda point.
- Disabled parking space - P. Hawkins will do this with a purchased template.
- Cleaning Rota - May, June, July, August 2026 need nominees - committee to please check diaries.

4. Treasurer's Report

- Financial report circulated to Trustees 29/9.
- F. Salberter to get defib pads using funds from the Furness BS account.
- Need to protect value of reserve funds for matched funding.
- 100 club - only 44 signed up so far so needs chasing up.

5. Bonfire Night

- Alcohol licence, insurers, fire service informing, cook peas & veg food option - J. Balshaw.
- Generator & Fireworks display - D. Balshaw & J. Seed.
- Lighting - M. Elliott.
- Fireworks purchase, Safety officer - J. Longden.
- First Aid - M. Littlewood(f).
- Hotpot ordered, Mulled wine kit to be borrowed - R & M. Smith.
- Peas, red cabbage, beetroot - H. Todd to get from McClure's.
- Bonfire building & pallet sourcing, A boards, ropes and one-way system - M. Smith / M. Scovell / CFV. One-way system to be highlighted on website – J. Woodgate.
- Bonfire publicity, online orders, card machines - J. Woodgate.
- Guy construction - D. Jackson.
- Bar management & stock, Gazebo - M. Scovell, M. Martin. Food queueing and bar placement as last year.
- Mulled wine, cider etc. - L. Hodgson, M. Littlewood.
- Kitchen and serving food - J. Viney, J. Balshaw, L. Hodgson, H. Todd (committee to bring puddings) N.B. all committee members are asked to bring/contribute a pudding and can leave them with other committee members or for H. Todd at the Hare & Hounds.



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- Raffle tickets - D. Smith (committee to bring / request prize donations). N.B. all committee members are asked to bring/contribute a raffle prize and can leave them with other committee members or for H. Todd at the Hare & Hounds.
- Lantern Competition - judging - ask R. Smith / M. Wood.
- **TIMINGS:** Whole team on site from 4pm latest on 8th November.
- **Cancellation (bad weather etc):** cut-off times for event - 5th November, for Hotpot TBA (R & M. Smith).

6. Building Maintenance

See above in matters arising

7. ACRE and safety documentation

- Trustee declarations – M. Scovell has distributed via email, all trustees to read and sign at next meeting.

8. Fundraising

- Cakes & Company - publicised. 10th October. Free admission, cakes, coffee, book swap, produce and plants.
- Cakes & Company December - Christmas Fayre, wreaths, craft items and CFV calendars on sale.
- Next year - do a recipe book - start putting it together after Christmas & publicise at next Cartmel Fell Spring Show.
- Quiz Night - Saturday 21st February - M. Littlewood to be asked to be quizmaster. Pies to be sourced from Milnthorpe.

9. Future Building Planning

- Priority - maintain existing structure and keep weatherproof & functional.
- Develop a vision for redevelopment with shopping list and get the hall used more to support the argument for need when applying for grants. What uses can be considered educational?

10. Any Other Business

- Website / social - H. Todd happy to approve content as arises.
- Key safe - CFCT / CFV key safe (separate from hirers key safe). M. Scovell to get 2 additional keys cut.
- Westmorland Gazette - M. Scovell will ask if the Jenny Boak orchard publicity is going in.
- Dry Stone Wallers - postponed due to Storm Amy.

11. Date & Time of Next Meeting

- Thursday 20th November - 7.30pm - Parish Hall