

Barlow Charity

Minutes of a Trustees Meeting Held at 09.30a.m. on Thursday 22nd June 2017

Attendance

Richard Norton, David Piper and John Rockliff attended.

Minutes

The minutes of the trustees meeting held on 22nd November 2016 were approved.

Introduction

Since the last formal trustees meeting there had been considerable activity and regular contact between the trustees. The purpose of this meeting was to ratify and record the decisions that had been taken, to progress those matters that were not completed, and generally to review all aspects of the charity's affairs.

Update and Formal Ratification

Simon Mansfield had re set the concrete drainage channel at the entrance to the car park.

Four quotations had been received for the exterior decorating of the house at Old School Green. The job was awarded to John Skiggs. The work was part way through and progressing well. A first payment of £2,760 had been made to him.

Chris Bingham had cut the hedge at the rear of the houses.

The role of gardener at Old School Green had been advertised but no appointment was made. Subsequently Ivan Loades and his friend Paul volunteered to do the work at no charge. This is a good outcome and the trustees are very grateful to Ivan and Paul.

Gardening Budget

It was agreed that David Piper could authorise spending of up to £200 on plants etc. for the gardens and grounds at Old School Green.

Insurance

It was agreed to renew the insurance with to Aon UK Ltd at a cost of £185.91

David

Accounts

Current balances in the charity's bank accounts totalled just under £8,180. However £3,000 of this was a grant for the play area that would be handed over to the Parish Council, and £4,500 would be required to cover the remaining

payments for the exterior decorating. In addition the insurance premium of £185.91 was due to be paid. This left just under £500 of free reserves.

The charity's income for the year to 31st March 2017 had included several grants for the new children's play area. This resulted in total income for the year in excess of £10,000 and would require more detailed reporting to the Charity Commission than for the 2015/16 year when income was below £10,000.

I was agreed to ask Tony Mendum to again be the independent examiner for the charity's accounts. **John.**

Play Area

It was noted that work on the children's play area and adult exercise area had begun. The reserve matters concerning boundary materials and signage had been approved by Breckland Council.

Rent

The rent had been increased from 1st September 2016 from £21.67 per month to £28.07 per month. Some house owners had still not increased the amount they were paying or had arrears due to the delay in increasing their payments. It was agreed that the correct amounts needed to be paid in accordance with the lease terms. If payments were not received in a timely way the trustees would consider taking legal action. **John** to contact the relevant residents.

It was agreed to hold the next trustees meeting at 9.30 a.m. on Monday 13th November 2017.

The meeting ended at 10.55a.m.