

Barlow Charity

Minutes of a Trustees Meeting Held at 09.30a.m. on Monday 13th November 2017

Attendance

Richard Norton, David Piper and John Rockliff attended.

Minutes

The minutes of the trustees meeting held on 22nd June 2017 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

John Skiggs had completed the exterior redecoration of the twelve houses in Old School Green. The work had been done to a good standard, to the satisfaction of the residents and trustees. The cost of the work was £7,260.

Ivan Loades and his friend Paul had been working as volunteers on maintaining the shrub beds at Old School Green. Their main work had been preparing and planting the new shrub bed between the houses and the new play area. It was agreed that John would contact Ivan to ask if he had any expenses to claim, and to seek feedback on how his role was going. The trustees are very grateful to Ivan and Paul. **John**

Insurance

Aon UK Ltd had written to David to inform us that they were ceasing charity insurance from our next renewal. They had referred us to insurance brokers BHIB who would contact us a few weeks before our renewal date.

Accounts

David presented the draft accounts for the year to 31st March 2017. These showed income of £14,035.55 and expenditure of £3,664.91. However it was noted that the income figure included grants for the new play area of £5,000 from Garfield Weston Foundation and £3,000 from Hedley Foundation that have subsequently been passed to the Parish Council (less associated expenses of £450.07). Also a payment had been made of £43.50 to cover the cost of gifts of flowers.

Balances in the charity's bank accounts as at 5th November were:
Current Account £10,875.99, deposit account £1.59.

This included a £5,000 donation from Reed Foundation that the trustees had agreed would be passed to the Parish Council to the extent (if any) that it was needed to cover expenditure on the new play area. And rent of £3,193.73 for the electricity sub station (this covering a five year period).

It was agreed to ask Tony Mendum to carry out the independent examiner for the charity's accounts. **John.**

It was noted that the Charity Commission return needed to be submitted by 31st January 2018, and the Companies House return by 31st December 2017

Play Area

It was noted that the children's play area and adult exercise area had been completed and were popular with users although there had been some reports of anti social behaviour at the site. This as being monitored by the Parish Council, the local authority, and the police.

Rent

All house owners were now paying at £28.07 per month (in one case £28.00 per month) although there were still some modest arrears amounts to be paid due to late implementation of the September 2016 increase. These had been chased and would be chased again. It was agreed that the correct amounts needed to be paid in accordance with the lease terms. **John** to contact the relevant residents.

House Sales

Two owners have initiated the sale process for their houses. The result of professional valuations were awaited.

It was agreed to hold the next trustees meeting at 9.30 a.m. on Tuesday 1st May 2018.

The meeting ended at 10.55a.m.