

Barlow Charity

Minutes of a Trustees Meeting Held at 9.30a.m. on Thursday 25th November 2021

Attendance

Richard Norton, David Piper and John Rockliff attended.

Minutes

The minutes of the trustees meeting held on 9th June 2021 were ratified and signed, having already been agreed by the Trustees via e mail.

House sales

Disappointingly the agreed sale of one of the houses had recently fallen through. The house was back on the market again. Trustees had recently been notified by one house owner that they wished to sell.

No progress had been made on amending the S106 Agreement. This was seen as desirable but not urgent as it had not been raised during the recent house sale negotiations. It was agreed that John should continue working on this.

Maintenance of Grounds

The regular gardener had created a path in front of number 7 OSG.

Other gardening maintenance work had been carried out but it was noted that less than the normal 4 hrs per month had been done. John agreed to ask the gardener what was happening.

It was noted that the birch trees would need pruning. John agreed to find a tree contractor to do this.

The tree roots that were causing the car park brick weave to rise up had been cut away and the brick weave re laid. The cost of this work was £240.

A wasps' nest in the hedge at the rear of number 9 OSG had been removed.

Footpath

On 16th November an e mail had been received from Serco's insurers to ask whether we had been able to reach an agreement with Serco. We replied that no agreement had been reached and the matter was still live.

Several phone calls had been made to Serco to ask for their employee deal with the matter to contact us. Eventually on 23rd November Ricki Sartin had phoned.

It was agreed that the e mail trail would be sent to him. That was done the same day.

Redecoration and Replacement of Window Mouldings

The exterior of the houses was due to be redecorated in 2022. Before that could be done it was necessary to replace the rotten mouldings above the windows. That work was carried out in September & October at a cost, including painting, of £5,585.

John had spoken to John Skiggs who did the redecoration in 2017. He expected to be able to quote for the work and asked that we contact him in January.

Finance and Accounts

The bank balances as at 24th November were Current account £16,246.58 Savings account £1.59. It was hoped that these funds would be sufficient to pay for the redecoration and routine maintenance etc.

David had prepared the BC accounts for the year ended 31st March 2021. Tony Mendham had examined and the relevant details had been submitted to Companies House and the Charity Commission. Also a copy had been given to the parish Clerk

Rent

One resident was two months behind with rent payments. John agreed to investigate. One resident was overpaying by 93p per month. All other rent payments were up to date.

The triennial rent review in line with RPI was due to take effect from 1st April 2022. Once the December 2021 RPI figure was published the calculation and notification to residents would be done.

Trustee Indemnity Insurance

Whilst the BC had 3rd party liability insurance it was noted that there was no trustee liability insurance in place. It was noted that as the BC was a company limited by guarantee the liability of members was £1. The PC was the sole member of the BC. The trustees/directors of the BC had no obvious liability in the event of the BC becoming insolvent. John agreed to ask friends with experience in this area whether they thought Trustee Insurance Liability was recommended. David offered to get a quote for this so that the matter could be fully considered.

Next Meeting

The next trustees meeting would be in May 2022. **John** to make a diary note to fix this nearer to the time.

The meeting ended at 10.45a.m.