

Coles', Moorpool & The Eyre St Thomas Day Charity Minutes

Minutes of the meeting of Rampton Parish Council acting as the Corporate Trustee, together with the co-opted Trustees of the above charity, held on the 11th Jun 2018 at Woodbeck Community Centre, Chadwick Walk, Woodbeck, Retford, DN22 0JS. The meeting commenced at 6:00pm.

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|----------------|-------------------|------------------------------|
| Present | Muriel Arden | Corporate Trustee Chairman |
| | Sue Kyle | Corporate Trustee Vice-Chair |
| | Libby Hauton | Corporate Trustee |
| | Pam Hawkins | Corporate Trustee |
| | Alan McGarry | Corporate Trustee |
| | Ivor Lewin | Corporate Trustee |
| | Selena Eyre | Co-opted Trustee |
| | Felicity Ferriter | Co-opted Trustee |

Also, present Ed Knox Clerk/Responsible Financial Officer to the Trustees
1 Members of the Public

26 To Approve Apologies for Absence

After discussion, the Trusteeship **resolved** to **accept** the apologies from Peter Copeland

27 To Approve Minutes of the Previous Meeting

After discussion, the Trusteeship **resolved** to accept the minutes. The chairman signed the minutes of the previous meeting as a true and accurate record.

28 Declarations of Interest

None.

In accordance with the Public Bodies (Admission to Meetings) Act 1960 the following meeting item was closed to members of the public due to the confidential nature of Tenancy Agreements with an individual.

29 To discuss and make a decision regards the tenancy of Coles' Field, Rampton

The current tenants rented the field since Sept 2015 paying a haymaking rent, currently £116.40 per year, the agreement document gives a six-month termination notice by either party.

Since its time as the old playpark, the hedges have become overgrown, damaged, with gaps in places, places where people have forced their way through making unofficial footpaths.

The existing tenants have given their notice to quit the tenancy with effect from 31st August 2018 and have agreed to hand the keys over to the field.

The clerk has checked with the County Council. There is no public right of way or access for the public into the field.

There is a right of way a third of the way down the lane, but then the path veers to the left over a stile into the field well before the Coles' field.

The member of the public wishing to rent Coles' field, keeps horses on 2.5 acres of land near the Trent in Laneham. The member of the public offers the trustees the following potential terms:

- To pay the charity initially £500 per year
- To commit to a long-term lease, on a 6-year rolling basis.
- Three yearly upward only rental review basis.
- To install appropriate fencing, at the member of the public's own cost around the field
- To erect a full gate next to the existing 'bar' gate at the field entrance to make the field secure for a horse.
- To agree for the trustees to place a sign on the gate stating the field is private property of the charity and emergency contact information for the tenant.
- The Trustees to agree to cut the overgrown hedges at the end of bird nesting season, for K.R Hewitt Ltd has quoted £80 to undertake the work, and the trustees to continue to be responsible for an annual hedge cut.
- The member of the public shall install an electric fence within the inside of the new fence perimeter.
- The member of the public shall bring her own water bowser to site via their 4x4
- The member of the public shall eventually erect a wooden stable shelter for the horses that would be on skids which does not require planning permission but will inform the charity when they plan to install.

After discussion, the trustees **agreed** they had a duty to maximise the income of the charity, it could be that in the future a parish resident needs assistance and to be able to offer help the charity must maximise all income streams.

Selena Eyre **Proposed**, Sue Kyle **Seconded** and the trustees unanimously **agreed** to let the field from 1st September to the member of the public. The trustees and the member of the public reviewed the draft tenancy agreement line by line and agreed for the Clerk and the member of the public to make necessary changes including all references to access to the field to give 14 days' notice in writing to the tenant to arrange for safe access, the landlord shall be responsible to pay any Trent Valley Drainage Board rates (should they become payable) on the field, the maximum number of horses on site at any one time to be 2 and the tenant to be the sole holder of keys to the bar gate. Selena Selena Eyre **Proposed**, Sue Kyle **Seconded** trustees unanimously **agreed** for the clerk to make the necessary changes to the agreement and arrange for the signing of the lease. The Clerk asked the member of the public if they are happy to pay rent by internet banking once a year, they were and this was agreed by all.

29 To Approve an amendment of the Constitution to allow co-opted trustees to serve 4-year terms.

The current constitution states co-opted trustees serve 1-year terms. This does not give enough time for a trustee to come to their full potential and it also makes it inconvenient for administration purposes and for the trustees to have to attend every Annual Parish Meeting to be re-elected. A 4-yearly term, the same as Parish Councillors and Diana Eyre's Educational Foundation Trustees would be more suitable. Libby Hauton **Proposed**, Muriel Arden **Seconded** and the trustees unanimously **agreed** to pass the amendment with immediate effect. Those Trustees present together with the Clerk, signed the updated constitution document.

30 To approve that half of the future annual income (after deduction of admin running costs) is split between reinvestment into the Share Fund,

Libby Hauton asked if we would still have funds available, should someone in need come forward for a grant. The Clerk explained that at present there is £860 in the current account which could be used towards relief in need. The Clerk advised that the annual re-investment would be for 2019 onwards so that the charity has an amount available, in the current account, should the need arise to make a grant. The 2019 reinvestment would be approximately £400. After discussion, the trustees **agreed** this was sensible to maximise the long-term funds and increase the dividend income of the charity, whilst still making available funds for payment to individuals in need. Therefore, the trustees **agreed** to reinvest half of the profit of the charity on an annual basis into the CCLA Share fund in 2019 onward. **Action**, the Clerk to arrange payment to the CCLA fund next year.

31 To consider and decide appropriate ways to spend funds, potential ideas

The trustees considered the merits, costs, pros and cons of An Annual Afternoon Tea Party, Annual Over 60's Party, Annual Children's Party, A Small fund for Rampton Primary School to assist families in need towards cost of school trips, evens and uniform. However, we ran out of time to discuss a small fund for Rampton Village Hall Users to assist anyone wishing to access one of the activities at the hall who is in receipt of certain benefits. The Clerk advised there is a budget of approximately £400 per year to consider. The trustees agreed to hold another meeting on Tuesday 19th June to discuss this agenda item.

32 Closure of Meeting

There being no further business, the Chairman thanked everyone for their contributions and closed the meeting at 7:05 PM.

Signed _____

Date _____