

## **Barlow Charity Board of Trustees**

### **Minutes of the meeting held on 23 October 2018**

**Present:**

Christine Waring (CW) Chair	Parish Council appointee
Colin Rigby (CR) Treasurer	Elected member
Martin Smith (MRAS)	User group nominee
Mark Sutherland (MS) (by telephone conference)	Parish Council appointee

**In attendance:**

Sally Houghton (SH)	Secretary
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**1. Apologies for absence**

Daniel Wild, Stephen Danks

**2. Declaration of interests**

None

**3. Minutes from 15 October 2018 meeting**

With certain amendments the minutes were accepted as a true record.

**4. Matters arising**

None

**5. Trustee nominations**

There were five nominations one of which (The Horticultural Society) was put on hold at the nominee's request. At the meeting on 15 October the Trustees agreed to make two appointments; Martin Smith and Katie Hopkins. Subsequently one nomination was withdrawn because of conflict of interest.

The Parish Council will make their final nomination to the Board at their November meeting.

A further request for nominations will be made to the user groups based on the groupings in Part 2 of the 2000 Constitution updated to reflect the current user groups.

**6. Response to Bowling Club request for permission to re-develop**

This is under review by the Trustees. CW will draft a response which she will submit to the Trustees before the next meeting

**7. Response to Cricket Club request for permission to re-develop**

This is under review by the Trustees.

**8. 2017 Accounts**

Hull Jady have been instructed to finalise the 2107 accounts as soon as possible.

The 2018 accounts will be finalised and filed with the Charity Commission as soon as possible in early 2019 so that these will be the most recent accounts when bids for funding are made.

#### **9. Other financial issues**

The approval of new bank account signatories is still ongoing.

CW is putting together financial procedures for the Coffee Shop, Bar and Events. These will be tabled at the Group Leads meeting for consideration.

#### **10. Bar and bar manager**

The bar and its management require careful consideration. For reasons of economy the Trustees are reluctant to employ a paid person at this stage but this may have to be revisited. The bar is an important income generating activity and the way forward needs to be thought through carefully.

In future the bar income will be booked separately from that of the coffee shop.

#### **11. St Anne's Heritage Open Weekend 2019**

The planning for the 2019 event is commencing. CW will be the liaison Trustee. MW will try to attend.

#### **12. Any other business**

- There are anomalies in the wording of the 2000 Constitution. MRAS undertook to review the Constitution and report back to the Trustees.

#### **13. Date and time of next meeting**

Thursday, 8 November at 7:00 p.m.