

Extraordinary Management Committee Meeting 14th September 2021 at 20:10

Minutes

Present: Patricia Hughes, Miriam Williams, Sarah Walczak, Iain de Wit, Dot Hazelgrove, Dave Hazelgrove, Rob Macaulay (via zoom), Lesley Hawke, John Hawke

Apologies for Absence: None.

These minutes were taken by John Hawke.

1. Apprising trustees of current charity position and trustee resignations:
Patricia Hughes, as acting Chair, updated trustees on the current charity position and recent trustee resignations.

2. Appointment of new officers: John Hawke explained the requirements of the current Governing Document and the legal advice that had been obtained in relation to the appointment of trustees.
The decision made was to co-opt John and Lesley to administrator and financial administrator roles for the time being, and Rob Macaulay to the role of Treasurer.

3. Any Other Business:

The financial situation is tight due to the partial claw back of grant from the Welsh Rural Development Agency. In addition our reserves as reported to previous meetings include monies for a memorial bench donated in memory of a past resident of the village, the remains of a grant from the Foyle Foundation to cover the cost of kitchen equipment and a mower and the remains of a Big Lottery grant for training.

Although these are covered by the bank balance their use is restricted by the terms of the grants.

With these monies removed our free balance is in the region of £20,000, which represents around 2 years running costs.

Boiler: Gas use is very high and expensive. A boiler service is arranged and the reasons for excessive fuel use is to be discussed with the service engineer: *JRH*

Big Lottery Grant: The final report on this was due on 22nd June, but had not been completed. This was nearly completed today by Rhian Hughes, the previous Chair, Patricia Hughes, the acting Chair and Dayle Evans the previous secretary. The report to be signed by Rhian Hughes as it pertains to her term of office.

Iain de Wit proposed that we urgently obtained the password and login details for the Charity Commission web-site, and any other documentation and keys from previous trustees, and that any passwords be changed for security. **Acting Vice Chair** to follow up. **JRH** to set up a system for changing the burglar alarm code and informing all valid key holders of the change.

Land Registry: Documents currently available give contradictory information on the land owned by the charity. A superficial internet search of the Land Registry shows no record of a transaction on Yr Hen Ysgol. **Acting Chair** to contact the solicitor that handled the purchase transactions for clarity.

A contract is required for the Crossroads group. **JRH** to provide.

Meeting Closed at 22:30



Handwritten signature and initials: *Collyer MBE J.R.*



A long, horizontal, slightly wavy handwritten flourish or underline.

4/10/2021