

HARRY SKELLS TRUST

MINUTES OF THE ORDINARY TRUSTEES MEETING HELD ON MONDAY 29 JANUARY 2018 AT 7.00PM IN THE TOWN HALL, STAMFORD

PRESENT Trustee T Story (Chairman)
Trustee B Sandall
Trustee B C Sumner
Trustee Mrs S J Sandall
Trustee Mrs B A Sumner
Trustee J Dawson
Trustee Miss B Griffin
Trustee Ms M Couch
Trustee Mrs S Sismore
Trustee B Turner
Trustee Mrs G Johnson
Trustee A Croft
Trustee Mrs A Billington
Trustee S Carroll
Trustee D Dorson

ALSO PRESENT Mrs P Stuart-Mogg, Secretary
Mr C Midgley, Treasurer

1. APOLOGIES FOR ABSENCE

Trustees M Sawyer, H Bisnauthsing, M Exton, D Taylor, A Hewett and A Swan submitted apologies; the reasons were noted and accepted.

2. DECLARATION OF INTEREST

Trustees J Dawson, B C Sumner and T Story declared a Personal and Prejudicial Interest in respect of any discussions relating to Browne's Hospital as they are members of the Board of Trustees.

3. MINUTES

It was proposed by B C Sumner seconded by B Sandall that the Minutes of the Trust meeting held on 25 September 2017 are passed as true record of the meeting. This was unanimously agreed.

4. GRANT FUNDING REQUEST

- i. *Stamford Community Orchard Group* – Mrs Annie Hall attended the meeting to present an application submitted by the Orchard Group for a grant towards three directional signs for the Community Orchard. Following discussion, it was noted that the style of signs had been suggested by Lincolnshire County Council. The latter would also order and install the signs for the Orchard Group. The accounts of the group were examined and it was agreed that this request should be supported but the sign should include an acknowledgement to the Skells Trust's grant support.

PROPOSAL 1 – It was proposed by Mrs S J Sandall, seconded by Mrs G Johnson that the grant of £669.00 is awarded and the sign must carry an acknowledgement of the grant support obtained from Skells Trust. This was unanimously agreed.

- ii. ***Stamford Civic Society*** – An application had been received from the Stamford Civic Society for a grant request for £500 towards the installation of a Blue Plaque to commemorate Nelson Ethelred Dawson (1859 – 1941) a celebrated artist, metal worker and enamellist who was born in Stamford. A brief outline of his achievements was noted. Nelson Dawson was an important and nationally renowned figure. Following discussion, it was considered that this project should be supported.

PROPOSAL 2 – It was proposed by J Dawson, seconded by Ms M Couch that the grant of £500 is awarded towards the installation of the Blue Plaque in commemoration of Nelson Elthelred Dawson. This was agreed with two Abstentions.

- iii. ***Browne's Hospital*** – It was noted that following the recent death of the Chairman of the Browne's Hospital Trust, a meeting is due to be scheduled to elect a new Chairman. It was understood that requested documentation will be forwarded following that meeting.

- iv. ***Stamford Town Council*** – It was noted that the invoice for £6,524.00 in respect of the installation of the replacement lights in Red Lion Square had been received and paid. It has been confirmed the residual value of £3,976.00 of the award was not required. However, it was noted that the final invoice for the Town Bridge lighting had been received and there was a small increase of £488.00 requested. Following discussion it was considered the increased cost of £488.00 could be deducted from the residual £3,976.00.

PROPOSAL 3 – It was proposed by B Sandall, seconded by Mrs G Johnson that £488.00 is paid and deducted from the balance of £3,976.00. The balance of £3,488.00 is returned to the Skells Grant fund. This was unanimously agreed.

- v. ***Town Defibrillators*** – It was reported that the location of the last three town defibrillators had been identified and the final cost was £495.00, for which an invoice had been received. It was recognised that this would be the final payment against the grant award.

PROPOSAL 4 – It was proposed by B Sandall, seconded by B Turner that the balance of £495.00 is sanctioned for payment. This was unanimously agreed.

5. **ST. MICHAEL'S CHURCHYARD**

- a. ***Praying of the Streets of Stamford*** – Representatives from Churches Together asked whether the Trustees would consent to this volunteer group using St. Michael's Churchyard to pray on Fridays between 11am and 12noon. These volunteers pray with anyone with any concerns or needs. It was recognised that there was a need for such a facility, which is unobtrusive.

PROPOSAL 5 – It was proposed by B Turner, seconded by B Sandall that the group are allowed to use a small area of St. Michael's Churchyard for praying weekly every Friday. This was agreed by majority vote with 2 abstentions.

- b. ***Memorial Holocaust Day Service*** – It was noted that there had been a service arranged at the Holocaust memorial in St. Michaels Churchyard on 26 January 2018. The service was well attended and would be an annual commemoration.

PROPOSAL 6 – It was proposed by Mrs A Billington, seconded by B Turner that permission is granted for an annual service of commemoration to be conducted in St. Michael's Churchyard. This was unanimously agreed.

- c. ***Maintenance of the Churchyard*** - It was reported that St. Michael's Churchyard is maintained regularly during the summer months. However, during the winter no routine cleaning and litter picking is undertaken. Debate ensued and it was the consensus that three and half hours a week should be assigned for this task. This activity could be carried out by the Community Cleaner during his routine town centre cleaning schedule.

PROPOSAL 7 – It was proposed by Mrs S J Sandall, seconded by Miss B Griffin that the cost of three and half hours per week is budgeted at the Living Wage for cleaning and litter picking St. Michael's Churchyard. This activity could be carried out by the Community Cleaner during his routine town centre cleaning schedule and will be monitored by the Amenities Committee. This was unanimously agreed.

It was enquired as to whether the survey on the Churchyard wall was now available. It was reported that this is yet to be commissioned.

It was reported that the Civic Society had enquired whether the Trust would consider floodlighting the East-end wall of St. Michael's Churchyard. Following discussion it was observed that the building did not belong to the Skells Trust and permission should be sought from Wesleyan Assurance Company by the Urban Group as a first step. It was also confirmed that the Skells Trust would not undertake any maintenance costs. Some Trustees recognised that the facade was one of the older structures in the town but considered floodlighting was an unnecessary additional expense, especially as the Churchyard has recently been renovated. Debate ensued and it was the consensus that the Civic Society would need to submit an application request with full costings together with confirmation that they had approached the Wesleyan Assurance Company for its' permission and for a possible contribution towards the initiative.

6. FINANCE

- a. *Consideration of the Receipts and Payments Report 01 April to 23 January 2018* - The accounts were examined and it was agreed that they reflected a true representation of the financial situation.
- b. *Insurance Renewal* – The Treasurer reported that the insurance policy is due for renewal on 1st April 2018. The current policy is held with R A Conboy who had provided a very competitive rate. It was noted that due to the recent death of Mr Conboy, the company had since been acquired by Coversure Insurance Services. Following discussion it was the consensus of the Trustees that tenders are obtained for a renewal policy.

Proposal 8 – It was proposed by Mrs G Johnson, seconded by S Carroll that the Treasurer is delegated power to obtain a renewal policy from Coversure Insurance provided the premium did not exceed £300. This was agreed by majority vote with 1 vote against.

7. OTHER MATTERS FOR CONSIDERATION

- a. *Changing of Governing Document* - The Treasurer reported that he had researched this on the Charity Commission website. Details of the guidance offered by the Charity Commission were circulated for consideration. The Treasurer advised that the Skells Trustees should seek legal guidance should they wish to pursue this matter as he was not legally qualified to advise on the subject. It was agreed that this matter should be on the next agenda for consideration.

- b. *Management of Conflict of interest* – It was recognised that at the last meeting there had been extended debate with concerns expressed by a number of Trustees over applications submitted by Stamford Town Council. The Treasurer had circulated guidance obtained from the Charity Commission of how conflict of interest should be managed. It was agreed that this is an important issue and a policy is being drafted by the Mrs A Billington and the Secretary for consideration at the next meeting.
- c. *Next Meeting* - The next meeting is scheduled on Monday 21 May 2018

Chairman
(The meeting closed at 8.10 p.m.)