

**MINUTES OF A MEETING OF THE TRUSTEES OF THE PAROCHIAL CHARITY IN THE
ANCIENT PARISH OF SMISBY ("The Charity")
held at 7pm on 15 October 2024 at Cedar Lawns, Forties Lane, Smisby**

- 1. Present** Mr. P. Cooper, Gemma Dickens and Elizabeth Sturgess
Attending: Mrs S. Heap (Clerk)
Apologies were received from Mr. S. Barnett who commented on the Agenda items via email
- 2. Chairman** It was proposed by Mr. Cooper and seconded by Elizabeth Sturgess that Gemma be Chairman of the meeting.
- 3. Minutes** Minutes of the previous meetings were approved and signed by the Chairman and the Clerk was instructed to forward signed copies to Nuvo Accountants.
ACTION: It was agreed that all minutes be redacted by GD in relation to uploading on the Smisby website.
- 4. Matters Arising**
 - a. Induction of Elizabeth Sturgess as Nominative Trustee**
Elizabeth was welcomed to the meeting and as she had already given an insight into her present activities in the 23 September 2024 minutes the Trustees then went on to explain certain aspects concerning the land owned by the Charity. She requested that the farm business leases and other land acquisitions be forwarded to her so that she was able to have a better understanding of the land held by the Charity. This was agreed and the Clerk was also instructed to send her a copy of the accounts for the year ended 31 March 2024 and any other relevant details that she may require. The Minute Book was then signed by Elizabeth as acceptance of office of Trustee.
 - b. Car Park, Smisby Road, Ashby-de-la-Zouch – Mr. & Mrs. Hayes**
It was decided that this be left in abeyance for the time being
 - c. Tree Surgeon**
SB confirmed that he had contacted Fisher German for an update but as yet no reply had been received. As soon as a reply is received he would revert back to the Trustees.
 - d. Hemington Land Footpath**
SB reported that Fisher German will update on this matter when a council decision has been made but SB will make a further enquiry.
 - e. Smisby Christmas Party – 30th November 2024**
There was no update on this item.
 - f. Christmas Hampers 2024**
An addition to the hamper list had been received but as the hampers had already been compiled it was agreed that this be converted to a donation.
 - g. Christmas Hampers 2025**
It was noted that Victoria Waters would not be compiling and distributing the hampers for 2025.
ACTION: ES and GD agreed to find out if there would be anyone in the parish to take over the preparation and distribution for next year and also to speak to Victoria to see whether any extra help could be given. They would also explore other possibilities.

h. Newsletter Distribution

The newsletters had been distributed and it was agreed that the following invoices be paid:

Solopress -printing brochures	£91.76
Kilworth Machinery – Postage	£39.20

i. Overhanging Hedge, Ashby Road, Boundary

SB had checked today but it still had not been sorted.

ACTION: SB to speak to Fisher German again tomorrow.

j. Land Availability along B5006, Derby Road, Smisby

IT HAD BEEN UNANIMOUSLY AGREED that the purchase of the land along the B5006 go ahead.

SB had informed Fisher German of the proposed purchase of this land and in turn the Clerk had been contacted by Nelsons Solicitors requesting confirmation for them to proceed with the purchase at a cost of [REDACTED]. The requested ID documents were supplied by the Clerk and search fees amounting to £927 be paid to Nelsons which did not include a Full Chancel Search. The Clerk was also instructed to request Nelsons to provide a copy of the draft contract be sent to all Trustees.

k. CIO Constitution

A discussion took place on the wording of a proposed expansion of the distribution of monies in the event that the Charity in future might have surplus of funds which it found difficult to distribute around the parish.

ACTION: ES agreed to contact Jayne Adams for her views regarding a paragraph in the CIO relating to widening the distribution of money outside of the parish.

5. Business

a. Succession Planning

The Clerk brought to the attention of the Trustees the possibility in the future of retiring from her position as Clerk to the Charity. This they discussed and suggested the possibility of an advertisement in the newsletter might be appropriate to see if anyone in the parish would be interested.

ACTION: The Clerk was requested to provide a description of her duties.

b. Consideration of increasing the Student Tertiary Fund

Consideration was discussed to increase the Tertiary Student Fund.

IT WAS UNANIMOUSLY AGREED to increase this fund to £2000 per academic year. As [REDACTED] had already received £500 for this academic year it was proposed and agreed that they receive a further £1500 to bring them in line with the agreed increase. The Clerk to initiate the payment.

IT WAS ALSO AGREED that there would also be the opportunity for students to apply for an unlimited additional amount under a heading of "Empowering Futures Fund".

ACTION: PC to update the form on the website to reflect the change.

c. Application for Student Tertiary Funding from [REDACTED]

An application for Student Tertiary funding had been received from [REDACTED] for his 1st year at [REDACTED] University.

It was agreed that the new figure of £2000 be paid and the Clerk was instructed to initiate payment.

d. Consideration of Winter Fuel Payments

Consideration was given of providing a winter fuel payment for parishioners who would not receive this allowance due to government legislation. An application form requesting assistance would need to be completed.

IT WAS PROPOSED AND UNANIMOUSLY AGREED that a payment of £500 be awarded to those who applied.

ACTION: PC to formulate and upload an application form onto the Smisby website and the Smisby WhatsApp group.

e. **Funding for** [REDACTED]

The time had come to look into the funding of [REDACTED] for [REDACTED] sessions with [REDACTED]

IT WAS UNANIMOUSLY AGREED to continue support and once an invoice is received from [REDACTED] then this be paid.

ACTION: PC suggested he would go along and see [REDACTED] kickboxing lessons in action and report back to the Trustees.

6. **Investments**

a. **Cash on Deposit at 15 October 2024**

The Cash on Deposit spreadsheet was produced.

b. **Rathbones**

PC produced the proposed Investment Policy Statement which was to be given some thought by the Trustees.

ACTION: PC to contact Rathbones on its contents and a possible meeting with them in the near future.

c. **Close Bros. Statement and notification of reduction in interest rate to 5.30%**

d. **Bath B/Soc. – notification in reduction of interest rate to 2.39% - general notifications and signing of new bank mandate for submission to Bath.**

e. **CAFBank – Notifications and forms signed in respect of new bank mandate.**

f. **Investment Accounts – Email from SB 26.09.24 with options for holding revenue accounts - to be put on hold.**

7. **Accounts**

Payment of Accounts

a) Mrs S. Heap – Expenses from 07.10.23 to 15.10.24 £61.46

Accounts for the year ended 31 March 2024

SB confirmed that he had not yet completed the Trustees Report.

8. **Other Business**

There being no further business the meeting was closed at 10pm

Signed.....



Dated.....

25/2/25