

**MINUTES OF A MEETING OF THE TRUSTEES OF THE PAROCHIAL CHARITY IN THE
ANCIENT PARISH OF SMISBY ("The Charity")
held at 7pm on 25 February 2025 at Cedar Lawns, Forties Lane, Smisby**

- 1. Present** Mr. P. Cooper, Gemma Dickens and Elizabeth Sturgess
Attending: Mrs S. Heap (Clerk)
- 2. Chairman** It was proposed by Gemma Dickens and seconded by Paul Cooper that Elizabeth Sturgess 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: Gemma Dickens agreed to redact minutes in relation to uploading on the Smisby website.
- 4. Matters Arising**
 - a. Tree Surgeon**
AA Tree Services had now completed the tree works on the Hemington land at a cost of £960.00. It was agreed that this be paid.
 - b. Hemington Land Footpath**
Fisher German reported that they had heard back from the Council and a quote was received from them at a cost of £500 for the S31(6) Application and £1,100 for the S31(6) and S15A Joint Application.
ACTION: Following discussion, it was agreed that the Clerk inform FG that the Trustees agreed to the Joint Application.
 - c. Smisby Christmas Party – 30th November 2024**
The Village Christmas party had been arranged by Karen Walker at a cost of £2361.30 and it was agreed that this be paid. To celebrate the festive season, the party commenced with a gathering in the Church, carols around the Christmas tree and hot food and music in the Village Hall.
 - d. Christmas Hampers 2024**
Thank you's were received from a number of parishioners expressing their thanks and gratitude for such wonderful hampers.
Referring to the hampers for Christmas 2025, it was agreed that this be put on the agenda for discussion at the next meeting.
 - e. Overhanging Hedge, Ashby Road, Boundary**
This matter had now been resolved.
 - f. Land Availability along B5006, Derby Road, Smisby**
Following on from the minutes of the Team meeting on the 15th December 2024, whereby it was agreed not to proceed with the purchase, Mr Hartley had contacted one of the trustees asking for the Charity to cover his abortive legal fees. Without any obligation on the Charity to do so, and with good reasons not to proceed, the Trustees had not offered to cover those fees, the amount of which were unclear and had not been confirmed by Mr Hartley.
An amount of £10,000 was initially paid to Nelsons and a refund of £5769.46 received leaving the cost of their legal services of £5157.54.

g. CIO Constitution

ES had contacted Jayne Adams to ask for the Objects Clause to be made wider and to make sure it would be a unanimous decision by the Trustees. GD and PC agreed what ES had said. The Declaration form had been completed and signed by PC, GD and ES and an income figure provided by PC.

ACTION: It was agreed that ES report back to Jayne asking her to complete and to ask whether the Charity could operate once the Declaration is signed and what is the next step. Also, to confirm whether the Charity could ask the Village Hall to nominate.

h. Succession Planning

The Clerk had provided a description of her duties and it was agreed that maybe an advert be put in the village newsletter.

The succession of Trustees was also discussed and it was agreed that once the CIO is completed that the Village Hall be asked to nominate, followed by a 5th Trustee.

i. Forms re increase in Student Tertiary Funding, Empowering Futures Fund and Winter Fuel Payments

PC confirmed he was in the process of completing the forms and was waiting to see Larry South regarding the uploading of the same onto the Smisby website.

j. Funding for

An invoice in respect of kickboxing lessons was received and agreed it be paid.

5. Business

a. Resignation of Simon Barnett as Co-optative Trustee

A letter had been received from Mr. Barnett tendering his resignation as a Trustee from the 1 February 2025. He had been a valued member since his appointment in April 2012 but now felt it time to stand down and spend more time with his family. As Mr. Barnett did not attend this meeting the Trustees agreed that he should be thanked for the excellent work he had contributed to the Charity over the past 12 years.

ACTION: It was agreed that the Trustees look for an idea and organise a thanks to Simon.

b. Redacted Minutes

It was agreed that up to date minutes be redacted for uploading on the website.

ACTION: ES to organise.

c. Red-Book Valuation of Land

It was agreed to re-visit the red book valuation of the Charity's land holdings.

ACTION: GD offered and it was agreed that she contact Fisher German concerning a valuation together with other matters. It was agreed a pre-meeting take place, GD to arrange. A quote would also be required from FG for work to be carried out.

d. Karen Walker Application for Project Funding – War Memorial Poppies

It was agreed that the cost of £87.84 for the War Memorial Poppies be reimbursed to Karen Walker. The Clerk to action.

e. Karen Walker Application for Project Funding – Village Hall Notice Board Keys

It was agreed that the cost of the keys of £20.00 be reimbursed to Karen Walker. The Clerk to action.

f. Karen Walker Application for Project Funding – Village Flower Troughs

It was agreed that the cost of the plants of £24.47 for the village flower troughs be reimbursed to Karen Walker. The Clerk to action.

g. Application from [REDACTED] for Student Book Funding

A request for the cost of books costing £90.88 had been received from [REDACTED] and it was agreed that this be paid. The Clerk to action.

h. Application from [REDACTED] for Student Tertiary and Book Funding

A request for Student Tertiary funding of £500 was granted to [REDACTED] together with the cost of Book Funding of £107.29.
It was agreed that these be paid. The Clerk to action.

i. Jubilee Fields Ground Maintenance

A request for a contribution to the Maintenance of the Jubilee Field was received from Smisby Parish Council and this was agreed by the Trustees. Quotations were provided by the Council.

Post meeting note: As this matter related to the Parish Council, quorum had not been met for this decision and therefore a decision would be deferred to the next meeting.

j. Application from Suzanne Jones for winter plants for Village Hall flower troughs

It was agreed that she be reimbursed £118.91. The Clerk to action.

k. Application for Project Funding from Smisby Village Hall

The Village Hall had applied for a Gazebo to be purchased, three quotes had been received and it was suggested that the quote from Gala Tents be accepted at a cost of £1275.25 to be purchased through Kilworth Machinery Ltd.

This was agreed and the Clerk to action.

l. Application for Project Funding from Smisby Village Hall

The Village Hall had applied for a replacement Notice Board and following quotations received it was agreed that the quote from Robert Lewis Signs be accepted at a cost of £1380.00.
The Trustees agreed to this and the Clerk was to action payment.

m. Sponsorship request from [REDACTED]

Following the donation to [REDACTED] request for sponsorship, a letter of thanks had been received from [REDACTED].

n. Cadent Correspondence

A general letter and 2025 Calendar was received.

o. NFU Insurance Renewal

A renewal notice had been received in the sum of £290.70.

It was agreed that this be paid, the Clerk to action.

p. Farm Business Tenancy Review – J. Mansfield & Son

Notice had been served to J. Mansfield & Son that their tenancy of the 8.4 acres of land at Smisby was due to expire on the 25 January 2025. A reply had been received from Fisher German that J. Mansfield & Son did not want to renew the tenancy at a higher rate.

As such, FG had contacted A.J. Parker & Sons who would be willing to take on the tenancy at a proposed rate of £840 p.a. on a 2 year FBT.

The Trustees agreed to this and the Clerk to request FG to go ahead for the agreements to be posted to the tenant for signature.

q. Book Tokens 2024

The Clerk confirmed that she had purchased the Book Tokens from National Book Tokens at a cost of £290 plus £9.45 and it was agreed that she be reimbursed £299.45.

There was a total number of 3 to 2-10 year olds and 13 to 11-16 year olds.

r. **Village Hall AGM**

The Village Hall Committee had requested the attendance of a Trustee to represent the Parochial Charity at their AGM on the 5th February 2025.

It was suggested and agreed by Paul Cooper that he attend the meeting as a guest. He reported that no specific items were mentioned only the business of the Village Hall.

s. **Thank you from [REDACTED] re Student Tertiary Funding**

Following the funding to [REDACTED] a reply of thanks had been received for the generous gift which [REDACTED] said would help him immensely with [REDACTED] studies.

t. **VE Day Celebrations**

Karen Walker had asked the Charity Trustees if they would be willing to fund this event which would probably be on either the 3rd or 4th May and a BBQ was suggested.

The Clerk was asked to reply to say that they would be happy to fund the event.

u. **Car Park Lease**

A communication had been received from Richard Hayes at First Service Financial re the break clause of the car park lease being December 2025 and gave formal notice that it was their intention to invoke this clause.

The Trustees felt that guidance was required on this and that FG be contacted.

ACTION: ES to contact FG.

6. Investments

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

The Cash on Deposit spreadsheet was produced.

b. **Rathbones**

The Investment Policy had been considered and was to be edited by PC for final agreement by the Trustees.

ACTION: Following circulation PC to submit to Rathbones

c. **Closure on Mansfield Building Society Investment of £80K**

d. **Close Bros. Notification of reduction in interest rate to 4.90% from 19.02.25 -**

Change of signatory forms for signing.

e. **Bath B/Soc. – Notification in reduction of interest rate to 2.24% from 03.01.25 –**

Change of signatory forms for signing

f. **Cambridge & Counties – Notification in reduction of interest rate to 4.05% from**

11.04.24 -Change of signatory forms for signing

g. **CAFBank – Change of signatory forms for signing – notification of change in charges**

h. **Notes going forward from Simon Barnett re Investments**

7. Accounts

Payment of Accounts

a) There were no accounts for payment

Accounts for the year ended 31 March 2024

The accounts for the year ended 31 March 2024 had now been submitted to the Charity Commission by Nuvo Accountants Ltd.

8. Other Business - Insurance

- a. ES asked the Clerk to confirm that the Charity was insured for public liability with the NFU and Trustee liability with Robert Butler. Following sight of the documents ES confirmed the insurance policies were in order.

There being no further business the meeting was closed at 9.20 pm

Signed.....Dated