

**Minutes of an Ordinary Meeting of the Trustees of the  
Michael and Christine Foulger Charitable Trust  
Monday 24<sup>th</sup> June 2019 19:30**

**Present:**

Trustees - Ray Daniells , John Elldred, Mark Hunter, Gillian Jeffcoat, Kaye Pentland and Melvyn Wooding.

**2019.10 Welcome from the Chair and apologies for absence.**

Ray Daniells, as the Chair, welcomed everyone to the meeting.

**2019.11 To approve the minutes of the [Annual Meeting](#) held on 25<sup>th</sup> March 2019.**

The Trustees agreed their unanimous approval and the Chair was **AUTHORISED** to sign the minutes.

**2019.12 Report from the Clerk.**

The Clerk advised that since the last meeting the Charity Commission had been updated with the 2018 annual return and confirmation of the Trustees' details.

The Trustees had approved cheques for the gardener and insurance renewal, giving a current balance of **£206,309.26**, being **£910.73** less than at the start of the year.

During the May Bank Holiday, the heating at failed at 24 Duchy Close, and the Clerk had arranged for an emergency plumber who replaced the pump. Subsequently an underfloor leak occurred, damaging the hall carpet. The tenants also advised the washing machine was starting to fail (two wash programs no longer worked).

Following approvals from the Trustees, the Clerk and Adrian Dale had arranged for the floor to be dug up, the leak fixed and the floor re-screeded. A new washing machine has been installed and the cupboard unit modified to make future servicing easier. The damaged hall carpet is being replaced by Karndean Knight Tile vinyl tiles.

The tenants have requested permission to undertake some redecoration work and the agents have been asked for sample clause –

*“Notwithstanding clauses 5.1 and 5.2 of this tenancy agreement, consent is hereby given for the tenant to decorate the kitchen / dining room (paint) and the bathroom (wallpaper). This must be carried out to a professional standard at the tenants own cost. All walls must be returned to their original colour at the end of the tenancy. The landlord does not accept any liability further to these authorised modifications made to the property by the tenant. The landlord reserves the right to instruct a professional contractor to make good any unfinished or sub-standard works associated with these modifications and claim costs from the deposit held”.*

The Trustees **RESOLVED** to approve the decorating request for painting and ask for further information on the wallpaper (to be decided ex-committee).

[Post Meeting Note: The Trustees agreed to the wallpapering ex-committee]

The Trustees noted the report.

**2019.13 To consider grant requests.**

**a) [GA19-003](#) Parish Council application for part-funded Street Lamp.**

The Trustees **RESOLVED** to grant the application and signed the cheque.

**2019.14 To consider agree administrative and maintenance expenses.**

The expense claims with invoices/receipts had been circulated before the meeting.

The Trustees **RESOLVED** to approve the expenses and signed the cheques.

**2019.15 Any other business raised by Trustees**

John Elldred updated the meeting on the new driveway and pathway application.

The church Faculty had been granted and planning consent had been applied for (ENC), but had since been withdrawn due to the architect having submitted insufficient supporting documents (e.g. tree protection report). The revised application is being submitted.

Water supply works is estimated at 5 days (if no archeological remains detected during the dig), but it will require a closure of the Caldecott Road, to access the water main.

**2019.16 Date of the next meeting**

The Trustees would meet in approx. 6 months, or sooner if a grant application is received.

Ray Daniells  
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