

**Minutes of an Ordinary Meeting of the Trustees of the
Michael and Christine Foulger Charitable Trust
Wednesday 20th October 2021 20:00**

Present:

John Elldred, Mark Hunter, Carol Parsons, Kaye Pentland, and Melvyn Wooding.

2021.10 Welcome from the Chair and Apologies for absence.

Kaye Pentland welcomed everyone to the meeting and asked for apologies –
Mary-Anne Burch.

2021.11 To receive declarations of interest.

Kaye Pentland asked for declarations of interest –
Carol Parsons declared an interest in application GA21-001.

2021.12 To approve the minutes of the [Meeting held on 25th January 2021](#).

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

2021.13 Report from the Clerk.

The Clerk advised that since the last meeting, the Trust is continuing to accumulate funds, in accordance with the Trustees' wishes, and a final £5,000 was transferred from the Unity Trust Bank (UTB) to the Virgin Money account in July, taking it to the £85,000 limit agreed by the Trustees.

The Charities Aid Foundation (CAF) are still not accepting cheques, due to the Covid restrictions.

Two grant enquiries have been received since the last meeting; one did not meet the charitable objectives test and the other will be considered later in the meeting.

Works at Duchy Close included the annual boiler service and Landlord's gas certificate, window and gutter cleaning and (new for 2021) the electrical certificate and remedial works. The electrical certificate will be due again at either at tenancy changeover or every five years.

The tenancy agreement was renewed in October 2020, for a three year lease. As agreed by the Trustees, the property gross rental was held at £975 pm (since October 2019) and is managed by Charles Orlebar Ltd for a fee of 10% of the gross rent + VAT, leaving £858 pm to the Trust. A rent review will take place at the agreement anniversary (October 2021) and will increase by 3%.

The tenants have continued to pay their rent during the Covid outbreak.

The accounts show a balance of **£186,282.83**, which is up **£6,903.58** (after costs) on the start of the year.

Total grants approved to date is **£89,127.23** (no requests in 2020).

The Trustees noted the report.

2021.14 To consider grant requests.

a) [GA21-001](#) Parish Council application for part-funded defibrillators and cabinets.

The Trustees **RESOLVED** to grant the application.

2021.15 To consider the Clerk's administrative and maintenance expenses (January – September 2021).

The Clerk's administrative and maintenance [expenses](#) for January – September 2021 had been submitted.

The Trustees **RESOLVED** to pay the Clerk's expenses.

2021.16 To consider a request by the tenants for a new living room carpet.

The Tenants have requested a new living room carpet. There is stain on the carpet that they have had cleaned, and even bought a carpet cleaner themselves, but it doesn't come out. The Tenant's preferred choice of colour is Anthracite.

The Clerk had received a quote for supply of carpet, underlay and fitting = £460.00

The Trustees **RESOLVED** to agree in principle to replacing the carpet, subject to additional information being provided.

2021.17 Any other business raised by Trustees.

None.

2021.18 Date of the next meeting.

The Trustees would look to meet in February 2022 or sooner if a grant application is received. The Clerk to circulate dates.

Kaye Pentland
Chair of the Trustees