

**Minutes of the Annual Meeting of the Trustees of the  
Michael and Christine Foulger Charitable Trust  
Monday 24<sup>th</sup> January 2022 19:30**

**Present:**

Mary-Anne Burch, John Elldred, Mark Hunter, Carol Parsons, Kaye Pentland, and Melvyn Wooding.

**2022.01 Welcome from the Chair and Apologies for absence.**

Kaye Pentland welcomed everyone to the meeting and asked for apologies (none).

**2022.02 Election of Chair and Clerk for 2022.**

Kaye Pentland was nominated to be the Chair.

There being no other nominations, it was unanimously **RESOLVED** that Kaye Pentland be elected as Chair of the Trust for 2022.

Mark Hunter was nominated to be the Clerk.

There being no other nominations, it was unanimously **RESOLVED** that Mark Hunter be elected as Clerk to the Trust for 2022.

**2022.03 To approve the minutes of the [Meeting](#) held on 20<sup>th</sup> October 2021.**

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

**2022.04 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. The Charities Aid Foundation (CAF) are still not accepting cheques, due to the Covid-19 restrictions, but the move to enable on-line transactions has been hampered by reduced capacity at Unity Trust Bank (UTB) to process the authorisation changes.

Two grant enquiries have been received since the last meeting, and will be considered later in the meeting.

At 24 Duchy Close, the new living room carpet has been fitted, and repairs have been carried out both the boiler and the oven.

The tenancy agreement was renewed in October 2020, for a three year lease. At the first anniversary (October 2021), the rent was increased by 3% (£1,004 pm), and is managed by Charles Orlebar Ltd for a fee of 10% of the gross rent + VAT, leaving £883.52 pm to the Trust.

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

In December the Executors of the late Michael Foulger were belatedly advised of a policy that had not yet paid out to the estate. The payment (including interest at 8% since 2015, less tax) was transferred in full to the Trust (**£10,166.91**) just before the year end

The accounts showed a balance of **£196,755.16**, up **£559.28** on the start of the year.

Total grants approved to date are **£91,009.73**.

The Trustees noted the report.

**2022.05 To consider and agree the Trustees Annual Report and the Accounts for the year ending 31<sup>st</sup> December 2021.**

The meeting reviewed the [Trustees Annual Report](#) and the [Accounts](#) for the year ending 31<sup>st</sup> December 2021.

The Trustees **RESOLVED** to agree the Trustees Annual Report and the Accounts for the year ending 31<sup>st</sup> December 2021.

**2022.06 To consider Grant requests.**

a) [GA22-001](#) PCC of St John the Baptist Church - application for part-funded refurbishment of the vestry.

John Elldred did not vote on this item

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

b) [GA22-002](#) Chelveston-cum-Caldecott Parish Council - application for IT upgrade and additional hardware for the sound system used in the Village Hall.

Cllr Carol Parsons did not vote on this item.

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

**2022.07 To consider and agree setting up a reserve for the energy and insulation improvements to 24 Duchy Close to achieve EPC band C ahead of the government deadline (currently band D).**

Kaye Pentland explained the proposal.

The Trustees **RESOLVED** to defer this item to the next meeting in order to allow the details to be refined.

**2022.08 Any other business raised by Trustees.**

None.

**2022.09 Date of the next meeting.**

The Trustees would look to meet in 6 months' time, or sooner if a grant application is received. The Clerk to circulate dates.

Kaye Pentland  
Chair of the Trustees