

**Minutes of the Annual Meeting of the Trustees of the  
Michael and Christine Foulger Charitable Trust  
Wednesday 22<sup>nd</sup> February 2023 19:30**

**Present:**

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

**2023.01 Welcome from the Chair and Apologies for absence.**

Kaye Pentland welcomed everyone to the meeting and asked for apologies – None.

**2023.02 To elect a Chair and Clerk for 2023.**

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 2023.

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 2023.

**2023.03 To approve the minutes of the [Meeting](#) held on 7<sup>th</sup> July 2022.**

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

**2023.04 Report from the Clerk.**

In October a UTB deposit account was opened to take advantage of rising rates.

The tenants renewed their lease for three years from October 2020. The 3% increase on the second anniversary means the property is now let at a gross rental of £1,034 / month and is managed by Charles Orlebar Ltd for a fee of 10% of the gross rent + VAT.

In November, under the tenants' loyalty scheme agreed by the Trustees, the tenants requested a new stairs & landing carpet, and this was agreed by the Trustees (**£350**).

In December the 60 days' notice was served on the CAF Shawbank account, as the funds will earn more in the UTB deposit account. This was completed on the 13<sup>th</sup> February 2023, and the funds transferred into UTB

In December an external light unit in the back garden failed and was replaced (**£192**).

The accounts showed a balance of **£201,081.87**, up **£2,001.55** on the start of the year.

Total grants approved to date are **£137,609.73** (adjusted for loan repayment = **£97,609.73**).

**2023.05 To consider and agree the Trustees Annual Report and Accounts for the year ending 31<sup>st</sup> December 2022.**

The meeting reviewed the [Trustees Annual Report](#) and the [Accounts](#) for the year ending 31<sup>st</sup> December 2022.

The Trustees **RESOLVED** to agree the Trustees Annual Report and the Accounts for the year ending 31<sup>st</sup> December 2022.

**2023.06 Any other business raised by Trustees.**

None.

**2023.07 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