

**Minutes of an Annual Meeting of the Trustees of the
Michael and Christine Foulger Charitable Trust
Thursday 1st February 2024 20:00**

Present:

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

2024.01 Welcome from the Chair and Apologies for absence.

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

2024.02 To elect a Chair and Clerk for 2024.

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 2024.

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 2024

2024.03 To approve the Minutes of the Meeting held on 9th November 2023.

The Minutes of the [Meeting](#) held on 9th November 2023 had been circulated previously. The Trustees agreed their unanimous approval and the Chair was **AUTHORISED** to sign the Minutes.

2024.04 Report from the Clerk.

Following the decision of the Trustees in November, the Virgin Money account has been closed, and the funds temporarily placed in the UTB deposit account, whilst a CCLA Charities Official Investment Fund (COIF) Deposit account is opened.

In November two window handles were replaced (**£195**).

In December the tenants renewed their Assured Shorthold Tenancy for three years effective from October 2023. As agreed at the November meeting, the property is now let at a gross rental of £1,100 / month and is managed by Charles Orlebar Ltd for a fee of 10% of the gross rent + VAT. The rental will increase by 5% on each anniversary.

The 2023 accounts were submitted for independent examination to Mr A.K Owst, with no matters arising.

In January the Mira shower unit was replaced (**£370**) and a leaking radiator was fixed (**£95**).

The accounts showed a balance of **£ 205,625.51**, up **£317.42** on the start of the year.

Total grants approved to date are **£144,921.53** (adjusted for loan repayment = **£104,921.53**).

2024.05 To consider and agree the Trustees Annual Report and Accounts for the year ending 31st December 2023.

The meeting reviewed the [Trustees Annual Report](#) and the [Accounts](#) for the year ending 31st December 2023.

The Trustees **RESOLVED** to agree the Trustees Annual Report and the Accounts for the year ending 31st December 2023.

2024.06 To consider and agree grant applications.

Melvyn Wooding did not take part or vote in this item.

The meeting reviewed the [GA-2024-01](#) Educational Foundation application request for **£12,300** of £19,460.57 to cover the unbudgeted costs of the *School House* chimney and gable end restoration.

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

John Elldred did not take part or vote in this item.

The meeting reviewed the [GA-2024-02](#) St John the Baptist Parochial Church Council application request for **£627** of £895.74 for further improvements to the church sound system.

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

2024.07 To consider and agree the change of the Land Registry Title Deed to the Official Custodian of Charities.

The property was purchased by the Trust in the names of the First Trustees in 2017, and subsequently vested to the Official Custodian of Charities later that year. However, the Land Registry Title Deed was not updated with the change.

The Trust should consider updating the Land Registry Title Deed and, if necessary, instruct a solicitor to make the updates, so as to avoid problems in future years.

The Trustees **RESOLVED** to update the Land Registry Title Deed in favour of the Official Custodian of Charities and, if necessary, instruct a solicitor to make the updates.

2024.08 Any other business raised by Trustees.

Mary-Anne Burch suggested that the auditor did not want any renumeration, the Trustees would make a gift, to the same value as per the previous auditor. John Elldred undertook to source and deliver it.

2024.09 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