

The West Stockwith Gertrude Morris Memorial Hall Charity

Registered Charity Number: 228098

Minutes of the Meeting of the West Stockwith Gertrude Morris Memorial Hall Charity held on Tuesday 11th April 2023 at 7.00pm in the Gertrude Morris Hall.

Present: Cllrs Beecroft, Cruickshank, Downes, Nixon, Chair: Cllr S Harford, and Secretary D Harford.

1. APOLOGIES FOR ABSENCE

Cllr Hauser (family commitments)

2. DECLARATIONS OF INTEREST

None

3. MINUTES OF PREVIOUS MEETING

3.1 Meeting held on Thursday 7th March 2023

It was proposed by Cllr Beecroft, seconded by the Cllr Nixon that the minutes from 7th March 2023 be passed as a correct record.

Resolution: Motion carried.

4. MATTERS OUTSTANDING FROM OWNERSHIP TRANSFER

4.1 Finance: Utility Bills Paperwork (COMPLETED)

Resolution: Completed.

4.2 Finance: Bank Account Access – Secretary

The secretary stated that the account ownership had been transferred to the secretary being the authorised signatory; however, he was still trying to arrange online access to the account.

Resolution: Secretary to update the trustees at the next meeting.

4.3 Parking Permit Process (Software copy) (COMPLETED)

Resolution: Completed.

4.4 Deep Clean (COMPLETED – REVISIT IN JUNE)

Resolution: Completed.

4.5 Social Media Details (Facebook) (COMPLETED)

Resolution: Completed.

4.6 Safety - Fire Extinguishers (Checking) (COMPLETED)

Resolution: Completed.

4.7 Return of Bingo Machine (COMPLETED)

Resolution: Completed.

5. MATTERS ARISING FROM PREVIOUS MEETINGS

5.1 Window Repair – J Downes

The secretary stated that this was still outstanding.

Resolution: Secretary to update the trustees at the next meeting.

5.2 Grass Area At Rear of Village Hall – Secretary

The secretary stated that this was still outstanding.

Resolution: Secretary to update the trustees at the next meeting.

- 5.3 Asset Register – Secretary
The secretary stated that this was still outstanding.
Resolution: Secretary to update the trustees at the next meeting.
- 5.4 Charity Constitution V1 – All
Cllr Cruickshank signed the constitution. The secretary stated that Cllr Hauser was the only one outstanding.
Resolution: Cllr Hauser to sign the constitution at the next meeting.
- 5.5 Clothing Bank – Secretary
The secretary confirmed that the clothing bank was now in place.
Resolution: Closed.
- 5.6 Volunteers – Secretary
The secretary reported that he had 2 expressions of interest to join the charity committee as co-opted members. These were Mr Readshaw and Mrs Richardson. After discussion, both were accepted as co-opted members.
Resolution: Secretary to contact both individuals and invite them to the next meeting.
- 5.7 King Charles III Coronation – Secretary
The secretary stated that to save time on Thursday due to the Parish Assembly and monthly meeting taking place, he presented the options for the household and children's gift for the King Charles II Coronation which were duly agreed and accepted by the councillors. Cllr Beecroft proposed the gifts be purchased on behalf of the parish council which was seconded by Cllr Nixon. The plans for the tea/coffee/cake event in the village hall to mark the event on Saturday 6th May were agreed and the lamp post poppies and flags will be sorted the week before.
Resolution: Secretary to purchase the gifts on behalf of the parish council.

6. CORRESPONDENCE

None

7. OTHER MATTERS FOR CONSIDERATION

- 7.1 Charity Document: Financial Procedures V2.1 – Secretary
Pre-authorised by Cllr Beecroft, Cruickshank, Downes, Hauser, Nixon
The secretary thanked the trustees for their comments and authorisation for the above document. He will make the authorised changes and issue it to the charity's documentation system.
Resolution: Secretary to make the authorised changes on behalf of the charity.

8. FINANCIAL MATTERS

- 8.1 Update on HSBC Bank Account – Secretary
See item 4.2
Resolution: Noted.
- 8.2 Finance Update – Secretary
The secretary presented the parish council spend on behalf of the charity. Cllr Downes proposed that the details were correct which was seconded by Cllr Cruickshank.
Resolution: Noted.

9. HEALTH & SAFETY ISSUES

None

10. ANY OTHER BUSINESS

None

11. NEXT MEETING

Next meeting – Thursday 11th May 2023 at 19:00hrs prior to the Parish Council’s AGM

Resolution: Noted.

There being no further business, the meeting closed at 7.45pm.

SIGNEDChair

DATE