

TOWN & POORS CHARITY FIELD MINUTES of the meeting on **Thursday 17th November 2022** (following the Parish Council meeting)

Present: W Burcham (WB-Vice Chair), S Jackson-Rimmer (SJR), S Parfrey (SP), J O' Dwyer (JO'D) & S Cardwell (Clerk)

Cllr W. Burcham presided at the meeting.

1. Apologies for Absence- S Fane de Salis (SFdS- Chairman), R Johnson (RJ), U Braun (UB).
2. To approve Minutes of the Charity Meeting on 20th October 2022- Cllr SJR proposed signing and approval of the minutes as a true record of the meeting, seconded by Cllr JO'D and carried unanimously.
3. Matters Arising- The £87.17 WAVE bill had to be paid from the main account due to Barclays removing Cllr W Burcham as a signatory from the Town and Poors Account with no warning; this was to avoid a late payment charge. Transfer to be arranged to rectify once Cllr W Burcham is reinstated on the mandate- noted. A £25 compensation fee has also been transferred into the main Parish Council account by Barclays.
4. Finance:
 - 4.1 Charity accounts report:
Balance at 11th September 2022 £2312.11- noted. Cllr WB updated the Council that she had spoken with Barclays and forms had been issued to get the Clerk added to the bank account for viewing access only; they needed to be agreed by Council resolution and signed by two signatories. Cllr JO'D proposed approval, seconded by Cllr SJR and carried unanimously.
 - 4.2 Expenditure for approval 17th November 2022: - it was noted that the beekeeping fee is still to be returned; this will be possible now Cllr WB's access has been reinstated.
 - 4.2.1 To consider a request from M.Frain to purchase weed killer (cost under £100) for the perimeter of the allotments and car park, for now and throughout the year- Cllr SJR proposed the purchase was approved; this was seconded by Cllr JO'D and carried unanimously.
 - 4.2.2 To consider quotations and approve a contractor for grassing the remainder of the field- deferred.
5. Update regarding the allotment site, Allotment Association and allotment usage- Cllr WB updated the Council about the site saying that it is quiet and people are preparing for next year. The water tanks have also been shut-off.
6. Correspondence- The end-of-year Charity Commission Return has been received by the Clerk and must be completed.
7. Date of the next Meeting – Thursday 15th December.

The meeting closed at 9.51pm.

Signed:

Chairman:

Date: