

LOWER HEYFORD RELIEF IN NEED CHARITY

Charity No 237768

Chairperson: Dr S Watson

Clerk: Dr L Goodwin

Trustees: Dr S Watson, Mr L Thompson, Ms S Edwards

Meeting of the Trustees of the Lower Heyford Relief in Need Charity

Held at the home of Sarah Edwards

Monday June 5, 2017 at 7pm

MINUTES

1. Apologies

There were no apologies.

2. Minutes of the meeting of March 6 and matters arising

The Minutes were accepted and signed by SW as a true record of the meeting.

There were no matters arising.

3. It was agreed that SE would approach Hayley and James to see if they are interested in becoming trustees, and that LT would approach Matt to see if he was interested,

4. Financial Statement

Updated financial information was presented by LG who confirmed that funds have increased by £4,000 and it was agreed that £8,000 should be moved to deposit account which Liz would do before she left for France.

It was also confirmed that Liz now has online access to the accounts.

5. Barclays & CCLA Accounts

Recent statements were presented from each organisation

6. Publicity

SE confirmed that an article had been published in Valley News and that another would be included in the next available issue.

7. Reading Room

LT is to arrange a meeting with the tenants

8. Poor's Land

Rent has been received.

9. SSE Wayleave

It was confirmed that a new point of contact for SSE had been agreed.

10. Requests for Assistance

A request has been received from xxxxxxxxxx and it was agreed to increase the grant available to young people to up to £1,000 over two years. The application form was to be revised to ensure it is clear that the grant covers further education, higher education and training.

11. Valley News

SE confirmed as the new point of contact.

12. Parish Council

Nothing to report

13. Audit of accounts

This has been completed

14. Charity Commission

All up to date -nothing to report

15. Other correspondence

Nothing to include

16. Charity Annual Action Plan

LG has produced an annual plan and this is up to date

17. AOB

The Reading Room boiler will be due for a service in June and the fire extinguisher will have to be checked in September.

A grant application is likely to be made by the xxxxxxxxxxxxxxxxxxxx for a hot water machine.

18. Date of Next Meeting

Monday October 2 at 7pm at the home of Leigh Thompson