

Minutes of the Trustees Meeting 05/05/2019

Present

Tim Read – TR – Chair
Eddie Hartley – EH – Treasurer
Gillian Leonard-Schroder – GLS – Secretary
Huey Fisher – HF – Trainee Treasurer
Andy Johnson – AJ
Joanna Hartl – JH

Apology – Matthew Huish – MH – National Director

01. Prayer by TR

02. A.O.B. topics

- New trustees
- Meeting with Robin Marsh (UPF)

05. Treasurer's Report (EH)

EH presented us with some figures summarising our financial projections for 2019.

Cash flow surplus of £37,000. We need to keep it up.

Repairs and Renewals (R&R) will be boosted by the Stanton Fitzwarren income this month.

The £50,000 is a windfall, so it is not a regular payment. It can be used for R&R or running costs, but we are putting it into R&R for now. If we sell a building it is capital – so it should not be used for regular payments.

We can apply for support from True Mother's fund again for special projects. We could not do so for a while as we failed to do the spending reporting properly. Now it has been done, so we are qualified to apply for some more. MH should apply again to Peter Staudinger.

Sylvia Lau is taking over from Helena Stout on 13th May until we have found someone else.

HF will take over the Treasurer's role eventually and EH will continue to be the Finance Manager.

JH All the adverts should go out every time there is a bulletin sent to members.

Action Point: TR to remind Selina to include the adverts in every bulletin.

Action Point: HF will work with EH and Sylvia to make the accounts simpler.

We do not know how much LG is going to cost to bring it up to scratch.

Work on the Cleeve House roof will begin in July.

TR Why are we only putting £3,000 a month into R&R for the whole church?

EH We cannot afford more at the moment. We can afford more after we build up the income to HQ

06. National Director's Report

In the absence of MH, a director's report was read out by TR.

We have taken on Reamann Bateman and also Tanya Fisher more than before.

The Blessed Family Department (BFD) budget was set too high in Nov. 2018. We should shift some to the ND budget to give some more to MH for wages.

Reamann Bateman is coming on board for Youth and Young Adults. He will be supporting the HARP Committee.

HF We need to give an appointment letter to new staff members.

JH We also need a national level communication letting members know about changes in staffing.

TR We need a Who's Who on the website.

Action Point EH to find out how Reamann's role is being funded.

Action Point TR to ask Tom and Selina to make announcements about appointments and retirements.

07. Secretary's report (GLS)

GLS the Annual Report for 2018 is on track.

Reports of Special Committees:

08. Special Committees: agree to disband all but corporate charity status committee? (TR)

TR We do not need a Livingstone House Committee

AJ We can keep the Farm Committee. AJ is working with Hannick Homes and Chris Frith.

09. Corporate Charity Status special committee report (TR)

This committee involves TR, EH and Daniel Pollitt.

Daniel is tidying up the Governance document and MH should ratify it. It should cost £30,000 - £50,000 to change our charity status.

AJ We should increase our insurance cover.

EH We cannot increase it until next year.

The easement money could theoretically be used to change our status.

Action Point: EH to check out increasing the insurance for trustee liability to £1 million.

Unfinished Business:

10. from 24/03/2019 agenda point 13

AJ We need someone who has an idea about “who we are” and what we need.

EH When the FC has produced its proposals, we can bring someone in to give us advice. We must get advice.

AJ do I have permission to look around for the right advice for us?

Everybody agreed

AJ Are there grants that we can apply for?

EH Can we bring HF directly into FC discussions?

HF We need to invest a little money to make a lot more.

TR Can HF attend the FC meetings so that we have a clearer idea of their discussions?

JH they don't give us any minutes from their meetings.

HF it would be good to have at least one sister on the FC.

New Business:

11. Ratify Solar Farm Agreement (TR)

TR Loxley has answered all of our questions satisfactorily.

We agreed to the Solar Farm Agreement.

12. Renewal of Cass and Ali's tenancy (TR)

We have drawn up a lease for Cass and Ali for 7 years plus 3 years.

It was ratified by the TB.

13. Renting rather than buying a new HQ (EH)

EH We can rent a HQ building for now and buy in the future when we get the money in from leasing large buildings like LG and LH.

HF We can sign a rental agreement for 2-3 years not 7 years.

If North London or Central London also use the building, they can contribute to the rent.

AJ Whatever we do with LG, we need to be sure that True Mother will not have any objections.

TR We can do anything with it except sell it.

14. Reviewing our Financial Policies (EH)

TR can go through the document sent to us a few days ago. We do not need to discuss it now.

Before the next meeting everyone should have a look at it.

15. Declaration of Interests form (TR)

HF and TR still to provide these.

16. Related Party form (TR)

These were handed in to TR

17. Cleeve House Joint Management Team (TR)

JH The purpose of the management committee is to make sure that there is a smooth transition from Miriam to the next people who will run it, and that we have someone in place in time before Miriam leaves. That was why I recommended that each of the three bodies should be represented: AJ and myself from the trustees because we know the house very well, and Bernard Chellew from the FC, and possibly William Haines from the NC.

TR The trustees and the FC should both work together on this. We don't need anyone from the NC it's not their job, so we will just leave it at AJ, JH and Bernard Chellew who also volunteered to be a part of this committee.

AJ We can also invite TerryLinden-Fermor to be on the committee (as he has been involved in restoration work at Cleeve House).

JH I feel it would be better to keep Terry L-F in the role of special advisor to the committee, rather than be part of the committee, as he is not a member of the FC or the TB.

We are looking for a caretaker couple to run it, possibly a second gen couple

TR They should be cost neutral to HQ.

JH The latest workshop for HARP had 37 people staying there of which only 15-18 were actual participants, and the rest were staff. If we did have 150 participants Cleeve House would not be suitable.

TR We have to wait for the NC to decide on the actual number. They are supposed to be discussing it in their zoom call or meeting this Friday 10th May

JH I suggested we should offer the post of caretaker to [REDACTED]

JH [REDACTED]

EH Yes we have to be very careful about employment law.

TR Someone needs to ask [REDACTED]

[REDACTED] Who should do that?

JH Bernard Chellew would be a good person to do this, [REDACTED]

[REDACTED] He is also very sensitive.

TR OK I will talk to Bernard about this. But it would be after the NC meeting when it should be clear whether we will be keeping CH or not [REDACTED]

JH Please also make it very clear to MH that the NC needs to discuss the figure he proposed of 150 people for retreats in detail as this will affect people's lives very concretely.

TR OK I will do that.

Action Points:

1/.TR to talk to MH to double check if CH is suitable for our current needs in the NC meeting on Friday 10th May, or do we need to look for another place for 150 people?

2/.TR to talk to Bernard Chellew about him (BC) talking to Clive Pollitt& finding out what CP's ideas for their future are –if LH is not used.

A.O.B.**- Recruiting new trustees**

Action Point: TR to ask Daniel Pollitt if he would like to sit in on trustee meetings after we have finished discussing about the future of Clive and Maria Pollitt, as he shouldn't be party to that. If he does not want to do it, we can ask Simon C.

- Meeting with Robin Marsh (UPF)

TR A letter has been sent to the UPF directors by EH outlining changes in the relationship with the UPF operations when they become a charity.

We can give them a grant of what they receive at the moment of £3,300. MH suggested giving them a larger grant including rent to FFWPU and asking them to pay what will be a preferential rent for an office in HQ. We do not have to charge the market rate.

JH I think that's a good idea, as long as it works from an accounts viewpoint for FFWPU

EH Yes it is fine.

There will be a meeting of TR and EH with Robin, Mark Brann and Keith Best.

We can choose which of their conferences we want to support.

We need a form for them to fill out to apply for the funding. We should pay in 4-monthly periods.

- Next Meeting

23rd June 3.00 pm TR possibly by zoom call, I will notify everyone in advance.

