

Minutes of the Trustees Meeting 17/11/2019

Participants

Tim Read – Chair – TR
Huey Fisher – Treasurer – HF
Gillian Schroder – Secretary - GS
Andy Johnson – AJ
Joanna Hartl - JH

01. Prayer (TR)

Tim Read gave an opening prayer

02. Declaration of any interests

Nobody had any interests to declare

03. Ratify the last minutes

GS - The minutes of the meeting of 20/10/2019 are not yet ready as an amendment has been received which I didn't yet incorporate.

TR - We will ratify by email.

04. AOB points for the end

- 1) Transparency with funds from the CheonBo event.
- 2) Local Initiative Fund
- 3) EUME Fund

05. National Directors Report (MH)

MH did not attend the meeting

Reports of officers, boards and standing committees:

06. Treasurer's report - audit (HF)

HF – Regional tithing is slow

Action Point: HF to write to the regions

HF – Predicted balance at the end of the year is + £36,000

HF – We need to know what the young people are spending their money on. We need HARP and YA financial reports.

HF – We need a name list of the people signing cheques. We will make a template.

EH – the negative reserve will be zeroed, but we need to start saving 5% to build up a reserve. The £36,000 end of year surplus will be used to start a reserve. The NC agreed to this.

AJ – Are we thinking about creating a PR department?

TR – Can we publish a summary of the budget each month as an appendix to the minutes of the trustees meeting.?

Action Point: HF to prepare a summary of the budget each month to be attached to the minutes of the trustees meeting.

Action Point: TR to send summary of the budget to MH and MH to send it to the NC.

Action Point: TR also to cc the members of the NC in.

HF – We need to increase our insurance.

Action Point: HF to find out how much this would cost.

07. Secretaries report (GS)

GS – I will send the minutes of the 20/10/2019 tomorrow by email.

Reports of special committees:

08. Corporate charity status special committee report (TR)

Nothing to report.

09. Cleeve management group (AJ, JH, Bernard Chellew)

AJ –UPF are there now. Last week there was a yoga retreat with 22 participants. David and Kyung Ja Hannah stayed as Air B&B guests.

JHJ – Carlo and Barbara showed them basic things such as the bedding. They are settling in and are doing some restoration work.

AJ – terry L-F fixed an outdoor issue on the roof of room 9.

EH – I got the impression that there was a cash flow bottleneck. Is it OK now?

JH – Yes. The money from UPF will pay Lenka.

HF – all money should be paid into the bank first.

AJ – Are they looking at doing B&B.

JH – Yes, they have some bookings from 25th November.

AJ – The trustees should express their gratitude to JH for all her hard work at CH.

Everybody clapped.

10. Disband Consultation Steering Committee (TR, SR, EH, Terry Linden-Fermor, Sonja Read)

The Consultation Steering Committee was disbanded

11. Create a new Property Committee to oversee change: create remit. (TR)

Create a new Property Committee to oversee change: create remit. (TR)

Motion: We create a small working group to oversee the change in use of our properties from now on.

Passed unanimously

Motion: That TR creates a remit for the small working group.

Passed unanimously

Unfinished business

Action points from the last meeting:

12. Update on draft contract for Cleeve Staff (JH)

Action Point: The draft contract for CH staff has to be checked by NN and Sylvia wants to double check it.

13. Report on Steve Buckley (TR)

TR – Dieter Shuler, David Franklin, Tom and Grant have all worked with him.

Action Point: TR to write a report and make some recommendations regarding Steve Buckley.

14. Report: TR wrote to NC re HF as treasurer (TR)

TR introduced HF to NC as the new treasurer of the trustees.

15. Report: PIC and Trustees Zoom meeting re use of consultants (consultation next steps2) (TR)

TR read out his summary of the report.

TR – whatever scenario the small group comes out with needs to be ratified by the trustees.

AJ – the best person for this small group is Chris Jones.

TR – the surprising thing is that none of the PIC members volunteered for this group.

EH – they are all good, but they are frustrated.

TR – one trustee needs to be on that committee ie. HF.

HF – there is a group of second gen who are involved in property. There are 13 of them ie. Alex Fortune. We need to give them a chance to speak out.

Action Point: TR to write terms of reference for the committee on properties.

Action Point: TR to approach the members of the PIC to see who can sit on the new properties committee.

16. Report: Vision and Strategy deadline (TR)

MH was unaware that the strategy was not yet finalised.

TR has given him guidelines on what the NC needs to produce. They will meet again the day after tomorrow.

Action Point: MH to finalise strategy.

TR – they realised that they cannot make a proper budget without knowing their strategy. They will make an interim budget for six months.

Action Point: NC to make an interim budget for six months until they finalise their strategy.

17. Sylvia Lau's job situation. HF to talk to her. (TR)

Action Point: HF to talk to Sylvia tomorrow.

Action Point: Once HF has spoken to Sylvia, TR to talk to Terry.

18. Budget to go to local planning consultant re CH (AJ)

AJ has written to the local parish council saying that we are a charity and we do not want things to create costs for us. If they say they will not pursue it – fine. If not, we need a budget of £500 to fight it.

Action Point: AJ to go to speak to a planning consultant regarding CH.

19. Prostitution Allegation at LG (TR)

Sylvia does not want Peter Stephenson's allegation to drift. She wants him to apologise.

AJ – We have reported it to the police.

New business:

20. Investment policy (EH)

EH – What kind of investments do we want? Ie Index Funds etc.

Action Point: GS to contact Hargreaves Lansdown and Vanguard to find out about appropriate investments for charities.

21. AOB

1) Transparency with funds from the CheonBo event.

What should the exchange rate be?

EH – we are going to have to take the shortfall on the CheonBo event from the £85,000 again.

2) Local Initiative Fund

EH – You would have to go to the NC to ask how it was spent.

3) EUME Fund

EH – We need to take Euros 8,000 and put it into a sterling account for Jonathan Hoyte as he was not budgeted for.

4) EH to retire as a trustee

EH announced that he is standing down as treasurer and trustee as from today.

All trustees thanked EH for his work and invited him to a meal after the next meeting.

Action point: TR to ask Charity Commission to remove EH's name from the list of trustees.

22. Next meeting

Saturday 4th January 3pm