

Minutes of the Trustees Meeting 29/02/2020

Participants

Tim Read – Chair – TR
Huey Fisher – Treasurer – HF
Andy Johnson – AJ
Joanna Hartl– JH
Matthew Huish – Deputy director – MH
Michael Balcomb – Director – MB
Fumiko Balcomb – Wife of director – FB

Apologies: Gillian Schröder – GS

01. Prayer by FB

02. Declaration of any Interests

None

03. Ratify the last minutes (4th Jan + 20th Oct)

Both were ratified unanimously

04. AOB points for the end

- 1) AJ: Our position on sex education
- 2) HF: Opening a new bank account

05. National Director's Report (MB)

MB presented a review of the period 2012 to 2020 and looked toward the period 2020 to 2028.

MB reflected on TF's and TM's words specifically about the UK.

MB reported that the ND transition has been completed:

- TM's direction 28th October 2019
- Nomination 12th November 2019
- CoC approved 18th Jan 2020
- Handover ceremony 16th Feb 2020

MB reported on Monthly Providence Meetings and Weekly HQ Meetings

MB reported dates of national events:

- 16th Feb National Sunday Service
- 18-19 April CheonBo

- 27th June AGF
- 28th June AGM
- 12/19 Sept National Sunday Service
- 12/19 December National Sunday Service

MB reported on TF's Centenary Exhibitions

MB reported on proposal to transition CoC to a Pastors/Ministry Association

MB reported on filling gaps in the pastoral team:

- Ron and Catherine German in Wales and West Country
- Matthew and Natasha Huish in Bromley
- Oliver Lane in Scotland
- Sam Shongwe HARP leader

TR asked about plans to support HARP, youth and young adults.

MB reported about a proposal by Sam Shongwe.

MH reported about the chaplaincy YA Retreat

AJ asked about support for DONE and STF, specifically the re-integration of graduates into the community.

HF reported about working together with young people who are interested in developing businesses.

FB suggested connecting with the Cranes Club.

MB reported about operationalisation of the strategic plan and about plans to restructure the Finance Committee.

HF reported that on 28th March and on 4th April there will be 2 options to attend a 1-day training for bookkeepers.

MB reported on a PIC meeting held on 27th Feb. The consensus there was that LG and LH should either be sold or leased out on a 10 – 20-year self-repairing lease with preference for leasing.

MB proposed that board accept the motion:

- This Board notes with appreciation the work of the Properties and Investment Committee (PIC) to review the 4 major properties of the Charity and to consider the optimal future utilization in light of various factors such as the National Council Strategic Plan, current and future repair and maintenance costs, and various external factors
- The Board notes that the PIC is submitting its Recommendation to explore a long-term self-repairing lease option for Livingstone House (2020) and

Lancaster Gate (2021) and approves the development of workable scenarios and feasibility studies under the guidance of the National Director, to be brought before this Board by April 30, 2020, and

- The Board approves the National Director to submit a report of these preliminary findings to the IHQ and Founder for feedback and approval

TR proposed an amendment to the 2nd paragraph that there should be “3 workable scenarios and feasibility studies”:

- The Board notes that the PIC is submitting its Recommendation to explore a long-term self-repairing lease option for Livingstone House (2020) and Lancaster Gate (2021) and approves comprehensive investigations into creating three scenarios and feasibility studies, using professional advice and under the guidance of the National Director, for the lease of Lancaster Gate and Livingstone House. These scenarios should be brought to this Board by April 30, 2020, and

JH proposed an amendment to include real community support:

The Board notes that the PIC is submitting its Recommendation to explore a long-term self-repairing lease option for Livingstone House (2020) and Lancaster Gate (2021) and approves comprehensive investigations into creating three scenarios and feasibility studies, using professional advice and under the guidance of the National Director, for the lease of Lancaster Gate and Livingstone House. These scenarios should be made with the involvement of the relevant local communities and brought to this Board by April 30, 2020, and

AJ proposed to accept the proposal of MB including the amendments from TR and JH.

JH seconded the proposal.

The motion was passed unanimously.

The full motion reads:

- This Board notes with appreciation the work of the Properties and Investment Committee (PIC) to review the 4 major properties of the Charity and to consider the optimal future utilization in light of various factors such as the National Council Strategic Plan, current and future repair and maintenance costs, and various external factors.
- The Board notes that the PIC is submitting its recommendation to explore a long-term self-repairing lease option for Livingstone House (2020) and Lancaster Gate (2021) and approves comprehensive investigations into creating three scenarios and feasibility studies, using professional advice and under the guidance of the National Director, for the lease of Lancaster Gate and Livingstone House. These scenarios should be made with the

involvement of the relevant local communities and brought to this Board by April 30, 2020, and

- The Board approves the National Director to submit a report of these preliminary findings to the IHQ and Founder for feedback and approval

AJ proposed a motion to allow a management team to continue running CH until the end of 2021

TR seconded

Passed unanimously.

TR thanked MB for the ND's report.

Reports of officers, boards and standing committees:

06. Treasurer's report (HF)

HF circulated spreadsheets summarising actual and forecasted income and expenditure for 2020.

MB requested that future reports should include a breakdown of the monthly cashflow projection, the details of the property R & R and reserve fund.

On 18th February there was a pre-audit meeting. The accountant is behind on work and lacking communication.

HF wants to find a new accountant.

On 28th March and 4th April – 10am or 11am start bookkeeping training at South London Peace Embassy.

07. Secretary's report (GS)

GS was absent so could not deliver a report.

Reports of special committees:

08. Corporate charity status special committee (on hold) (TR)

TR reported that it is on hold because of the costs involved.

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

TR: moved to place the committee under the auspices of the PIC.

Motion passed

Unfinished business:

None

10. Check on action points from the last meeting:

- i) HF to check out alternative insurance cover for all of our insurance policies.
- ii) HF to ask Westminster Council if they agree to have 2 signatories represent us. They agreed.
- iii) There should be a meeting between MH, Robin Marsh, MB and HF to discuss the UPF budget. Insufficient progress.
- iv) GS to re-send minutes of 20th October 2019 so that everyone can read them and ratify them. DONE
- v) MB and MH to discuss with TR about creating Property Committee to oversee change. DONE
- vi) EH to look up his old notes about how other charities take care of their older pioneers. DONE

New business:

11. National Leader Agenda Points:

None

12. Property Committee to oversee change (MB)

MB is forming that committee.

13. Support for elderly members (see "Report on the Workshop on Ageing in New Religions" and "Elderly support.docx" attached) (TR)

TR moved that the NC creates a fund and allocates a fund to support elder members and propose a system to do so.

AJ seconded the motion.

Motion was passed.

14. Appointment of new trustees (TR)

TR invited MH to join the trustees board.

MB suggested doing some research on what other comparably sized charities do with regards paid staff joining the trustee board.

ACTION: TR to research

ACTION: TR will also ask Yebuny Hanna

15. Lease extension - 359b Bensham

TR moved that an extension be made for 359b Bensham Lane to allow time for the leaseholder to pay.

AJ seconded.

Passed

16. Request by Ali that we remove his name from the tenancy agreement (see South Farm Tenancy - Ali.txt attached) (TR)

TR moved that we keep Ali's name on the tenancy agreement, on the grounds that this is more financially prudent.

JH seconded

Passed

TR moved for a Lease extension to Bensham Lane.

AJ seconded.

Passed

17. Sign letter for HMO licencees for 43-44 Lancaster Gate (TR) TR and HF are licencees

18. AOB

Delayed to next meeting

19. Next meeting

3pm 17th May 2020