

Unconfirmed minutes – to be confirmed at the next meeting of NGCT

**Nepcote Green Charitable Trust**

**Minutes of the Nepcote Green Charitable Trust Meeting held Monday 27 June 2016  
at 7.15pm in Findon Village Hall**

**Present:** Trustees Goldsworthy (Chairman), Henty, Carr, and Kirk.

**In Attendance:** Clerk Miss F MacLeod

Item No		<u>Action By</u>
<b>16.01</b>	<b>To appoint a Chairman for the ensuing year</b>	
	There being no other nominations, Trustee Goldsworthy was appointed Chairman for the ensuing year.	
<b>16.02</b>	<b>To appoint a Deputy Chairman for the ensuing year</b>	
	No nominations were received.	
<b>16.03</b>	<b>To receive and note apologies for absence</b>	
	Apologies were received and noted from Trustees Mackerell, Ball, Wyatt, Oligario and Havenhand.	
<b>16.04</b>	<b>Declarations of Interest on items on the Agenda</b>	
	None.	
<b>16.05</b>	<b>Temporary Right of Access Agreement – Nepcote Green</b>	
	The Chairman reminded the Trustees that this was a renewal of the Agreement made with Mr Hide, Cissbury Stables, in 2013 as previously circulated. <b>Resolved: that Nepcote Green Charitable Trust:</b> <ol style="list-style-type: none"> <li>1. renews the Agreement for a period of two years with Mr Hide;</li> <li>2. instructs the Clerk to prepare the documentation and send to Mr Hide</li> </ol>	FM
<b>16.06</b>	<b>Nepcote Green Charitable Trust (NGCT) Standing Orders</b>	
	The Chairman and the Clerk referred to the current Standing Orders (as previously circulated). The documentation needed updating to reflect current best practice and legislative changes. <b>Resolved: that the Clerk reviews the Standing Orders to make them fit for purpose and brings them to a future NGCT meeting for ratification.</b>	FM
<b>16.07</b>	<b>Finance</b>	
	<p><b>a) To formally record change of bank account details</b> The Clerk confirmed that NGCT had changed its bank account from HSBC to CAF in June 2015.</p> <p><b>b) To formally record the Big Society grant funding received from West Sussex County Council (WSSC)</b> NGCT had applied for and received funding of £12,500.00 from the WSSC Big Society fund in June 2015 for the purchase etc. of a new greens mower for Nepcote Green. The cutting of the Green had been devolved from WSSC to Findon Parish Council (FPC).</p> <p><b>c) To note and ratify/approve Receipts, Payments, and Bank Reconciliations.</b> The above documents (previously circulated) were noted and ratified. Due to the difficulty and timescales experienced in setting up a new bank account, FPC had paid the full amount of £10,395.00 for the purchase of</p>	

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	<p>the mower and claimed back the VAT of £1732.50. Following discussion with the internal auditor, a payment of £8,662.50 was made to FPC in September 2015 i.e. the net cost of the mower. As there was a credit balance of £3,837.50 in the NGCT account it was proposed and seconded that the ongoing maintenance costs of the greens mower currently paid for by FPC should be offset and paid from NGCT to FPC on an as and when basis when costs are incurred.</p> <p><b>Resolved: that:</b></p> <ol style="list-style-type: none"> <li><b>1. NGCT approves a payment of £476.07 be made to FPC in relation to mower maintenance invoices already paid by FPC; and</b></li> <li><b>2. subject to invoices not being disputed, additional payments will be made to FPC and ratified at a future meeting of NGCT.</b></li> </ol>	<p><b>FM</b></p>
<p><b>16.08</b></p>	<p><b>Items to be referred to next Agenda</b></p>	
	<p>Approval of revised Standing Orders Meeting closed at 7.28pm</p>	