

Campton United Charities

Meeting of Trustees

Minutes – Meeting held at All Saints Church/Via Zoom

Thursday 15th February 2024 7.00pm

1. Apologies for absence

- a. Apologies received from Charles Ash. Those attending David Baker, Joe Longson, Christopher Strong, Deborah Maggs & Simon Lamb.

2. Minutes of last meeting

- a. The minutes of the last meeting dated 15/06/23 were agreed as being a true representation of the meeting and will be signed by the Chair of Trustees or Secretary.

3. Matters Arising

- a. ACTION CARRIED OVER – C Ash to discuss ex-officio role with new reverend. COMPLETED.
- b. ACTION – D Baker to get signatures from Chair of Trustees and upload 2022 Annual Report & Accounts to Charity Commission website. COMPLETED, but involved creating a new charity administration sign in.
- c. ACTION – All to consider how to raise the profile of CUC & the NEED Project within our community. ONGOING.
- d. ACTION – C Ash to follow up on position of 1st registration of “Poor’s Land” with HM Land Registry. COMPLETED
- e. ACTION – C Ash to remind our land tenant that rent would be due September 2023. COMPLETED
- f. ACTION – D Maggs to investigate potential pros & cons of approaching Vista Homes re: Poor’s Land. Investigation in progress. ONGOING.
- g. ACTION - C Ash to consider and report back on his thoughts re: approaching BEST Academies re: Poor’s Land. No further updates, ONGOING.
- h. ACTION – C Strong to maintain contact with Landscape Land Agency with a view to ascertain if they have first-hand experience of sale/development of charity lands. ONGOING

- i. ACTION – D Baker to review progression of actions with a view to an interim meeting. It was judged that insufficient progress had been made to warrant an interim meeting. COMPLETED.
- j. ACTION – D Maggs to approach church re: use of small meeting room for charity face to face meetings. COMPLETED via C Ash.
- k. ACTION – D Baker to publish historical summary of charity on Parish Council website – CARRIED FORWARD.
- l. ACTION – All to consider if the charity should publish the minutes of meetings? Discussed in this meeting and general agreement that transparency re: charity activities is important, particularly if the charity becomes more proactive re: achieving improved benefits for the community. Minutes could perhaps be published on the Parish Council website. **ACTION - D Baker** to consider how best this could be achieved and discuss a Parish Council meeting.

4. 2022 Annual Report & Accounts

- a. 2022 Annual Report & Accounts signed off, uploaded and published on time.
- b. It should be noted that the Charity Commission login and upload process has changed, to make the process more secure.
- c. **ACTION – D Baker** to start work on the 2023 annual reports for review and agreement at the next meeting of trustees.

5. Disbursements 2023

- a. Delayed from November 2023. D Baker apologised for the delay in setting up this meeting.
- b. Following a discussion regarding how best to support those that require help in the parish and surrounding area it was agreed that CUC would once again support the Central Bedfordshire NEED Project with a small donation.
- c. It was agreed that the disbursement for 2023 would be set at £100 based on available statements etc.
- d. **ACTION D Baker & C Ash** to write, sign and send a cheque for £100 with a covering letter to the NEED Project.

6. “Poor’s Land”

- a. An update had been provided by C Ash between meetings indicated that “Healds” solicitors in Bletchley is now engaged in completing our 1st registration of “Poor’s Land” with HM Land Registry.

- b. C Ash had requested an update on progress from our solicitor, Tom Ansell, before the meeting, but none was forthcoming at the time of the meeting.
- c. Trustees briefly discussed the tenancy agreement and if a rent increase might be due? It was last set at £100 annually in 2018.
- d. General view was that if the land and hedges were being maintained then no immediate rent increase should be considered.
- e. **ACTION D Baker** to visit the site to review ingoing maintenance.

7. Correspondence

- a. Barclays Bank re: a request for up-to-date information about the organisation. COMPLETED by C Ash & D Baker.
- b. Contact from the Trustee Board Chair of 1st Shefford Scouts. Was being followed up by C Ash. **ACTION C Ash** to provide an update to trustees.
- c. Charity email account has become unreliable. **ACTION D Baker** to resolve issues or setup and register a new email account.

8. AOB

- a. D Baker updated trustees re: the start of a new Local Plan by Central Bedfordshire Council. Current plans include a new call for sites starting June 2024. Should trustees consider submitting "Poor's Land"? **ACTION ALL** to consider ahead of out next meeting late April.
- b. New Local Plan is currently expected to be complete in 2028.
- c. D Maggs suggested daytime (morning) meetings going forward as all trustees are generally in a position to attend meetings during the daytime.

Minutes signed by Chairman or Secretary of Trustees

Date