

HOLME BANK LAND TRUST

Minutes of a Meeting of Trustees at 6.00pm Tuesday, 3 October 2017

Trustees in attendance:

**Jill Hooper
Diana Malone
Patricia Richards
Parvis Taylor**

1) Welcome, apologies and conflicts of interest

All Trustees attended. There were no conflicts of interest.

2) Minutes and matters arising from the meeting of Trustees, held on 28 April 2017

The minutes of the last meeting were deemed to be a true record and signed by the Chairman. Trustees thanked Jill Hooper for taking the lead in organising the hog roast in July, which was very well attended. A Trustees' report and the HBLT's agreed reserves policy was included in the end year 2016-2017 accounts, following the Charity Commission's recommendation to all charities. Trustees agreed that this practice should continue in future years. Duncan Richardson had audited and agreed the accounts, with minor changes, and these were reported to the village meeting held in May. Fibre to the Premises superfast broadband was installed in Holme in September. There were no other matters arising not covered by the agenda.

3) The Orchard

Diana Malone agreed to speak to the gardener to ask him to check whether the petrol mower needed servicing and to ensure that the fuel tank was empty at the end of the mowing season.

4) Charity Commission

Patricia Richards confirmed that she has filed the end year 2016-2017 report with the Charity Commission. She has also amended the Charity Commission's record of HBLT's details to remove Paul McIntyre as a Trustee. Trustees discussed how the vacancy resulting from Paul's resignation might be filled. It was agreed that Trustees should generally raise awareness in discussion with residents whilst they were out and about and also that a notice should be placed on the village notice board.

5) Land management

It was noted that the rent review for the 7 acre field conducted by Pygott and Crone had resulted in a small increase of £34 pa. Pygott and Crone's fee for this work had, disappointingly however, exceeded any increase which would be achieved for the next 3 years. Trustees agreed that HBLT should itself undertake the next review, subject to checking any contractual commitment to Pygott and Crone.

6) Financial Management

Parvis Taylor updated Trustees on HBLT's current financial position, which remained sound. Trustees then discussed Zurich's renewal annual insurance premium for £335 due on 19 October. Other quotes had been explored and a more competitive quote for £224 had been received through a broker. Trustees agreed that this should be pursued further, subject to ensuring adequate Trustee Indemnity, Public Liability and Buildings and Contents cover.

7) Blacksmith's shop

Nothing to report.

8) Defibrillator

Jill Hooper was thanked for diligently checking the defibrillator weekly to ensure that is in good working order. No problems to report.

9) AOB

There was no other business

Date of next meeting: to be agreed.