

Swillington Educational Charity
Minutes of Trustees Meeting held on Tuesday the 2nd of July 2019

In attendance: Reverend Diane Flynn (Chair), Swillington Councillors Judith Woodhead and Jacqui Smith. Great and Little Preston Councillors Janet Taylor and Denise Blackburn.

Diane Brown (Administrator)

1. Welcome.

Reverend Diane Flynn opened the meeting.

2. Apologies.

Were received from Ward Councillor Sarah Field

3. Minutes from the Trustees Meeting of the 5th of March 2019.

The minutes were accepted as an accurate record.

4. Awarding of grants

Reverend Diane stated that she had a potential conflict of interest as she is a Governor at Great and Little Preston School, goes into Swillington Primary School a lot and knows the families of some of the applicants. The other Trustees did not think that this was a problem as this was expected as Reverend Diane's position in the community. There were no other conflicts of interest identified.

The Charity had received 7 applications for funding totalling £56,366.49. There were 3 applications from schools and four from individuals.

The Trustees were pleased by the response to the application process and the total amount of funding requested was in excess of the amount of monies held by the Charity.

Each application was carefully considered to ensure that they complied with the Schedule of the Charity and were also value for money.

The evaluation process resulted in two individuals being granted their applications in full. One application was granted with a reduction which meant that the grant would cover the tuition costs only.

With regards to the application from the 4th individual the Administrator was asked to request further information of travel costs before a final decision could be taken.

Regarding the applications from the Schools, one School is outside the area specified by the Charity Schedule. As it did not fit into the remit of the Charity it was not approved.

The Trustees were supportive of the two applications from Schools within the designated area but required clarification on queries raised during their discussion. The Administrator is to contact the Schools giving a deadline of the 19th of July for their responses.

5. Financial Information

Diane updated the meeting regarding the finances of the Charity, in the current account with HSBC. There is £1,274.81 in the current account £576.81 of it is the interest from the £50K held in the COIF. Diane presented the Trustees with an invoice from Swillington Village Council for reimbursement of her expenses from

March to June 2019. It was agreed that in the first instance Diane would facilitate the draw down of £10k from the COIF to pay for the currently approved applications.

6 Election of Trustees

Jacqui said that the co-option of herself and Janet would need to be re-made in October 2019 as their 5-year term as trustees expired then. If the Charity is not wound up by then this will need to be a future agenda item.

7. Any Other Business

There was no other business.

8. Close of the meeting and the arrangement of a date for the next meeting.

Reverend Diane Flynn closed the meeting at 7.10. The next meeting will be on August the 6th at 2pm in the Village Hall Office.

Signed by

..... Chairperson

..... Administrator

..... Date of signing