

Swillington Educational Charity
Minutes of Trustees Meeting held on Tuesday the 22nd of October 2019 at 1 pm
in the Village Hall Office Swillington.

In attendance: Reverend Diane Flynn (Chair), Swillington Councillor 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 Mark Dobson and Swillington Councillor Judith Woodhead.

3. Minutes from the Trustees Meeting of the 6th of August 2019.

The minutes were accepted as an accurate record.

4. Special Co-option Meeting Decision

At the Special Meeting held prior to the main meeting it had been resolved to re-appoint Jacqui Smith and Janet Taylor as Co-optative Trustees. Reverend Flynn welcomed both newly appointed Trustees to the meeting.

5. Grant distribution Update

The required information has been received from the previous grant recipients. Great and Little Preston School had submitted further information regarding the purchase of the minibus. It was agreed that the funds could be released. A cheque will be sent to the School for the amount requested of £27,020. The Headteacher of the School would also be contacted regarding the publicity for the grant award.

Swillington School had submitted further information regarding their plans to build a *MUGA*. *Although not able to attend this meeting Councillor Dobson had previously declared an interest as he is a Governor at the School and would not have taken part in the discussion of this item.*

It was agreed that the grant requested of £20k would be released once evidence had been received regarding the accepted quote from the MUGA supplier and written evidence from the Brigshaw Learning Partnership of the necessary permissions. The Trustees require assurance that the project has the support of the Brigshaw Learning Partnership.

The School would also be asked about the publicity given to the grant and that the Trustees should be invited to the opening ceremony.

The School would also be reminded that the Trustees of the Charity are appreciative of the efforts to open the facility once built to local youngsters and it was one of the deciding factors in the decision process.

6. Financial Information

Diane B updated the meeting regarding the finances of the Charity. There is £29,207.45 in the current account and £20,000 remaining in the COIF. The

remaining funds will be drawn down in the next month. There will be the invoice costs of the Administrator Diane Brown to pay which will leave a small amount of monies left. This will be spent as per the Charity Schedule, but the Trustees agreed that there would not be enough funds to hold another round of the grant awarding process. Other ways of distributing the funds as per the Charity Schedule were discussed.

7. Next steps for the closure of the Charity.

The next meeting will hopefully be the penultimate one with the Charity being officially closed in early 2020. The discussion regarding the proper distribution of the small amount of funds left had been discussed previously at point 6 of the Agenda. The Trustees reiterated the importance of publicity so that the Community are aware that the funds have been properly spent.

8. Any Other Business

There was none.

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

Reverend Diane Flynn closed the meeting at 1.30 pm. The next meeting will take place on the 5th of December at 10.00 am in the Village Hall Office at Swillington.

Signed by

..... Chairperson

..... Administrator

..... Date of signing