



**Draft minutes are subject to approval at the
next Trustees of Grenoside Exhibition Account Charity meeting**

**Draft Minutes of the Trustees of Grenoside Exhibition Account Charity
Held on Thursday 14 September 2023 at 7.00pm
at Ecclesfield Parish Council Offices**

The formal meeting commenced: 7.00 pm - concluded: 7. 35 pm.

Councillors/ Trustees Present. S Davidson [Chairman], Dr.John Bowden, Victoria Bowden, Denise Fearnley, Kate Guest, Alan Hooper, John Housley, Adam Hurst, Michael Levery, Thomas Sturgess and Alan Woodcock.

Officers Present. Andrew Towleron – Parish Clerk/RFO.

Members of the Public. None.

Chairman's Opening Remarks. The Chairman, Councillor Susan Davidson, outlined the procedures to ensure that the meeting was safe, effective and lawful.

Item 2023/01: Apologies and Reasons for Absence

It was explained that none had been received.

Item 2023/02: Declarations of Interest

The Parish Clerk stated that he had not received any.

Item 2023/03: Public Participation Session

There were no questions raised.

Item 2023/04: Role of the Trust

Councillor Alan Hooper provided a verbal report on the role and work of the Trust, its relationship with the Council and the role of trustees. A general discussion then took place on this.

Item 2023/05: Minutes

The minutes and associated actions of the meeting of 24 February 2022 were considered.

Proposed by Councillor Thomas Sturgess and seconded by Councillor Alan Hooper and **RESOLVED:** That the minutes of the meeting held on 24 February 2022 be approved.

(11 in favour)

Item 2023/06: Appointment of Chairman and Vice-Chairman to the Trust

This was considered.

Proposed by Councillor Alan Hooper, and seconded by Councillor Alan Woodcock and **RESOLVED:** That Councillor Susan Davidson be appointed Chairman for the Trust for 2023/24 and Councillor Victoria Bowden its Vice-Chairman for 2023/24

(11 in favour)

Item 2023/07: To receive and consider a verbal report from the Clerk and Responsible Financial Officer of the Parish Council and to consider any implications therefrom, including

- a) **To confirm the year end cashbook/accounts for the period April 2022 to end of March 2023**
- b) **To confirm the investments for April 2022 to end of March 2023**

The Parish Clerk provided a verbal and written report on the financial position of the Trust including for the financial year 2022 to 2023. At the end of March 2023, the Trust held £27,329.39. This comprised £25,765.80 in its two savings accounts (£17,830.39 in its M&G Savings Account and £7,935.41 in its Black Rock account). Total income over that financial year was £1,325.75 and expenditure £2,600.01.

Proposed by Councillor Alan Hooper and seconded by Councillor Kate Guest and **RESOLVED:** That the year-end cashbook/accounts and investments for the period April 2022 to end of March 2023 be approved.

(11 in favour)

Item 2023/08. To consider and confirm the formal submission of Annual Return for year 2021/2022 to the Charity Commission, including:

- (a) To confirm the submission of the Accounts and Annual Return for 2021/2022.
- (b) To agree the 'named contact' now required by the Charity Commission.
- (c) To confirm the Trust's response to the questions relating to Governance, specifically in relation to 'Governing Documents' and 'Land and Property'. (NB The Trust's current responses to these questions are 'no policies declared' and 'This charity does not own and/or lease land or property'.

This was discussed.

The Clerk confirmed that the Trust's annual return for the financial year 2021/2022 had been successfully submitted to the Charity Commission and on time.

Proposed by Councillor Adam Hurst and seconded by Councillor Alan Woodcock and **RESOLVED:** That

- (a) Councillor Alan Hooper is appointed as the named contact for the Trust for Charity Commission purposes.
- (b) The Trust adopts Ecclesfield Parish Council's agreed operational policies and procedures where appropriate.
- (c) The Trust confirms that it does not own or lease any land or property.

(11 in favour)

It was also agreed to invite some of the young people and their leaders from the 14th (Sheffield) Grenoside, Scout Group who the Trust had supported to attend a future meeting.

Item 2023/09: To consider progress with the establishment of Grenoside Exhibition Foundation Charity and consider next steps

Councillor Alan Hooper led this discussion. He explained that progress had been slower than anticipated for a variety of reasons. The arrangements for the transfer, however, were now progressing nicely and was confident that the Charity would become independent from the Parish Council in early 2024 (in furtherance of Parish Council minute 2021/124.6 (FC)). This was then discussed as well as the transitional arrangements while the Charity became independent from the Parish Council.

Proposed by Councillor Michael Levery and seconded by Councillor Adam Hurst and **RESOLVED:** That

- (a) The Charity reaffirms its intention to becoming independent from the Parish Council as soon as practical.
- (b) That the Governing Document and any associated documents of the Charity should be reviewed and any proposed amendments be considered at its next meeting.
- (c) It agrees to enter into a Service Level Agreement with Ecclesfield Parish Council that sets out the services the Parish Council will provide in addition to those specified in the approved Governing Document of the Grenoside Exhibition Charity.

(11 in favour)

Item 2023/10: To receive a report from the Advisory Committee, including recommended grants

The Clerk provided a report on correspondence the Trust had received from Fiona Pollard (Chair of the Advisory Body to the Trustees of the Grenoside Exhibition Trust) following its most recent meeting held on Tuesday 23rd May 2023. This had stated that there were no applicants this year. Also, that the recommendation of the Advisory Board is that the amount of £750 is awarded to school to assist with the cost of the Y6 residential and to pay for educational visits for those not able to pay.

Proposed by Councillor Alan Hooper and seconded by Councillor Thomas Sturgess and **RESOLVED:** That £750 be awarded to Grenoside Community Primary School to assist with the cost of the Y6 residential and to pay for educational visits for those not able to pay.

(11 in favour)

Item 2023/11: Date and time of future meetings

It was agreed that the Clerk should seek to arrange a mutually convenient time and date for the next meeting, which it was suggested should take place in February 2024.