

LOWER HEYFORD RELIEF IN NEED CHARITY

Charity No 237768

Chair: Dr L Goodwin (LG)

Trustees: Mrs H Stoddart (HS), Mr James Macnamara (JJ), Mr Trevor Husband (TH), Mrs D Ball (DB), Dr L Goodwin (LG)

Meeting of the Trustees of the Lower Heyford Relief in Need Charity

Held at the home of James Macnamara

Thursday 31st October 2019 at 7pm

MINUTES

1. Denise Ball

The Trustees welcomed Denise as a new trustee.

2. Apologies

All trustees were present and there were no apologies.

3. Minutes of the meeting of May 2nd 2019 were agreed.

The Minutes were accepted and signed by Liz as a true record of the meeting.

4. Trustee tenures

Liz reported that the first trustee to reach the end of their term would be herself at the end of 2020. Currently, she plans to continue for a second term.

5. Financial statement

The updated accounts were reviewed. Income is stable and all expenditure is in line with expectations.

6. Update on the Reading Room

The rethatching work was completed in June. The window has also been repaired. It was agreed that an annual meeting would be held to check that everything was in order. It was also agreed to hold the rent at the same rate for another year.

7. Update on grants

A number of grants have been given for young people going to university.

The latest position regarding individual grants was discussed. It was agreed that we need to wait for feedback about how we can help.

8. Poor's Land

Liz reported that she has sent the annual invoice for the Poor's Land rent. No payment has been received yet but she will keep an eye out for it.

9. Valley News

It was agreed that a £100 donation would be made to Valley News.

10. Parish Council - nothing to report.

11. Charity Commission

Liz reported that the annual return has been completed and Denise's details have been added as a new trustee.

12. No other correspondence

13. AOB

There was a discussion about the name of the charity – and a concern that the name might put some people off approaching us. Liz offered to investigate the possibility of changing the name with the Charity Commission and/or using a different operating name.

14. January 23rd at the home of Hazel.

Summary of actions (including carried forward)

Action	Who
Community transport	Liz is going to do some initial investigations
Research similar organisations and build relationships/suggest meeting	JJ
Review amendments to grant application form and update as necessary	Liz/Trevor
Send cheque to Valley News	Liz
Have annual review meeting with the tenants and Martin at the Reading Room and confirm no increase in rent	Trevor (Liz to send Trevor letter confirming rent)
Investigate feasibility of changing the charity name to e.g. Lower Heyford and Caulcott Village Trust (or Community Support)	Liz

Signed:.....

Date:.....