

Heytesbury, Imber and Knook Parish Council

Meeting of the Raymond Trust charity trustee

Registered charity number 305523

6pm Tuesday 3rd September 2024

Fallow Fields 28b Little London Heytesbury, BA12 0ES

Minutes

Minute taker – V Sturmey

1 Apologies for absence - None

2 Declarations of interest - None

To receive any declarations of interest under the Parish Council's Code of Conduct issued in accordance with the Localism Act 2011

3 To approve the minutes of the meeting on 23rd July 2024 – Approved

4 To note the bank balance of the trustee account of £8,865.15 - Noted

5 To note the investment assets of June 2024 – Noted

The consent forms from Investec to Rathbones needed two signatures, after the online meeting with our fund manager it was agreed NW and VS would sign, it was also agreed any changes to the fund investments the fund manager would need back up supporting minutes from a RTF meeting.

A, capital account £105,835

B, income account £95,340

6 Introduction to Rural Housing Enabler scheme – Guest introductions from two members of the team, the scheme has DEFRA funding to help communities in Wiltshire

If there was a housing element to our village hall project they could act as an honest broker and talk to planners etc, the RTF agreed unanimously that a proactive approach was needed from the Raymond trust and asked the team to open discussions with HE about what might be possible with a vision of supplying some land for a village hall

7 Update Cllr Sturmey on contact details for the charity commission – VS has logged on to the CC account but cannot edit clerk email address, AW agreed to try and assist as he is familiar with the CC site

8 Update Cllr Williams and Wilson on charity annual report and financial accounts for AGM – it was agreed to bring the grant funding opportunity forward to 17th September and VS and AW would meet up and work on the annual returns, ready for the AGM, a new AGM date was agreed 6pm before the PC meeting on Tuesday 29th October

9 Update on PCC project – VS and NW met with chair of the PCC recently and their fundraiser, he felt a joint statement would be helpful to both organisations, he would draft something for consideration

10 Update Cllr Coombes cloud storage and access – BC had looked into Microsoft teams which includes storage, it would need a commitment for those unfamiliar with teams to get acquainted with the software, it was agreed this could go to the next PC agenda

11 To review administration arrangements - after discussion it was unanimously agreed the trust would get legal advice on the administration fees paid to the PC as the clerk had stepped down from the admin role, a budget of £500 was set for NW and VS to seek legal advice on behalf of the charity

Meeting closed