

Arnold's Bequest Charity Board Annual General Meeting

Minutes of a meeting on 27 July 2021 at Whitton Residents' Hall, Hawthorn Avenue, Lowestoft, NR33 9BB

Present: Cllrs Sonia Barker, Nasima Begum (Chair), Wendy Brooks, Peter Knight, Peter Lang, Andy Pearce, David Youngman and Elise Youngman

In attendance: Shona Bendix (Clerk) and Lauren Elliott (Committee Clerk)

Public: There were no members of the public in attendance

13. Welcome

The fire evacuation procedure and public right to report were explained and the meeting was welcomed.

14. Reconfirming the Governance Framework

Cllr Knight proposed approval of the Governance Framework; seconded by Cllr Barker; all in favour.

15. Apologies for absence

Apologies were received from Cllrs Robert Breakspear, Colin Butler, Tara Carlton, Tracey Eastwood, Amanda Frost, Alan Green, Paul Page, Graham Parker, Keith Patience, John Pitts and Alice Taylor. Cllr Pearce proposed acceptance of the apologies received; seconded by Cllr Knight; all in favour.

16. Declarations of interests and any dispensations

There were none.

17. The draft minutes of the meeting on 27 April 2021

Cllr Pearce proposed acceptance of the minutes; seconded by Cllr Knight; all in favour.

18. Any receipts and payments and the accounts to date, and noting the annual submission of the return of the accounts to the Charity Commission has been completed

The receipts, payments and accounts to date had been circulated. It was noted that rental income of £625 had been received since the last meeting. Cllr Knight proposed acceptance of the latest position regarding receipts and payments and the accounts to date and noting that the annual submission of the return of the accounts to the Charity Commission had been completed; seconded by Cllr Pearce; all in favour.

19. Progress with setting up a bank account

As previously agreed, all of Lowestoft Town Council's bank signatories will be receiving an application form. This is being progressed but officers first need to check to ensure that account signatories and payment authorisers receive the appropriate level of access for their role.

20. Biodiversity and site management actions, including the following:

20.1 Litter management and volunteer support – At the last meeting it was agreed to purchase three bins. Two of the bins have been ordered. There is insufficient space at the Yarmouth Road entrance to install a freestanding bin, but a bin could be mounted on the railings. Cllr Knight proposed approval to progress the purchase of a bin to be mounted on the railings; seconded by Cllr Barker; all in favour.

20.2 Whether to pledge any land to WildEast – Bulb planting was organised last year but no regular group has been established to work on the site since. Cllr Brooks proposed that a volunteer group should still be progressed; seconded by Cllr Knight; all in favour. A public

request for volunteers had been made via the Town Council's Facebook page and the Lowestoft Journal, but so far no firm offers have been forthcoming. Cllr Brooks advised she would be happy to seek volunteer support. A Councillor did used to carry out regular litter picks of the site with a group of colleagues. East Suffolk Norse's Countryside Officer had offered to support the activities of a volunteer group one morning per month but it is understood his role may now be changing. Officers will make enquiries.

Cllr Lang joined the meeting 18:42 as a member of the public

Cllr Pearce advised that he would approach the Most Easterly Community Group to see whether and how they would like to be involved. The Charity Board agreed it would like some more information before making a decision as to the benefits of pledging land to re-wild. Lowestoft Town Council has agreed to pledge some areas of land to WildEast. Cllr Pearce proposed deferring this item to the next meeting, to see how the Town Council progresses with the land it has pledged; seconded by Cllr Brooks; all in favour.

21. Potential nursery plans and an associated lease with Lowestoft Town Council

If this were to proceed it would require the Charity Commission's approval. There will be changes soon to the grounds maintenance contract. Cllr Pearce proposed deferring this item to January's meeting, when more information about the grounds maintenance contract and wider land management should be available; seconded by Cllr Brooks; all in favour.

22. A lease for a car parking area of Arnold's Bequest (confidential)

There was no update to report.

23. Date of the next meeting

Tuesday 26 October 2021 18:00

24. Items for the next agenda and close

As agreed earlier in the meeting, the consideration of whether or not to pledge land to WildEast will be carried forward to the next meeting.

There were no confidential matters for consideration and the meeting was closed.

25. Resolution to close the meeting to the public