

Arnold's Bequest Charity Board Meeting

Minutes of a meeting on 25 January 2022

at First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE

Present: Cllrs Sonia Barker, Nasima Begum, Wendy Brooks, Colin Butler, Alan Green (Chair), Peter Knight, Paul Page and Andy Pearce

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

Public: There were no members of the public in attendance, either in person or remotely via Zoom

26. Welcome

The fire evacuation procedure and public right to report were explained and the meeting was welcomed. It was noted that Councillor had been granted a dispensation to keep their mobile telephone on and out of silent mode for this meeting.

27. Apologies for absence

Apologies were received from Cllrs Tracey Eastwood, Amanda Frost, Peter Lang, Christian Newsome, Graham Parker, Keith Patience, John Pitts and Alice Taylor. Cllrs Robert Breakspear, Tara Carlton, David Youngman and Elise Youngman had not provided apologies and were absent. Cllr Knight proposed acceptance of the apologies received; seconded by Cllr Barker; eight Councillors voted in favour; one Councillor abstained from the vote, who did wish to accept Cllr Eastwood's apologies.

28. Declarations of interests and consideration of any dispensations

There were none.

29. The draft minutes of the meeting on 27 July 2021

Cllr begum proposed acceptance of the minutes; seconded by Cllr Barker; all in favour.

30. Any receipts and payments and the accounts to date

Details of the receipts, payments and accounts to date had been circulated. It was noted that expenditure of £1,739 was for tarmac repair works. Cllr Brooks proposed acceptance of the budget position; seconded by Cllr Barker; all in favour.

31. Approving end of year accounts for submission to the Charity Commission

The end of year accounts had been circulated today. Cllr Pearce proposed approval of the end of year accounts for submission to the Charity Commission; seconded by Cllr Begum; all in favour.

32. Progress with setting up a bank account

Officers are liaising with the bank to ensure the necessary security arrangements can be put into place.

33. Issues with drainage and running water

The details of the works to be carried out have been received and look to be in order. A risk assessment and confirmation of insurance are pending. Soakaways will be put in to address the ongoing issues at the site. The work will be ongoing for thirteen weeks and was due to start this week, subject to necessary preliminary documentation being received and approved. Cllr Knight proposed delegating authority to officers to proceed with the works, subject to receipt of all necessary preliminary documentation; seconded by Cllr Begum; all in favour.

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

34.1 Progress with establishing volunteer support – Cllr Pearce has been in contact with a group potentially interested in offering volunteer support. Others may be interested in offering

support for planting. It was agreed that the Charity Board should still advertise for support where it can. The previous offer from Norse's Countryside Officer of support for half a day per month still stands.

34.2 Whether to pledge any land to WildEast – It was agreed to defer this item until Councillors have undertaken the 'safari' trip to Somerleyton Hall, to learn more about the WildEast project and its intentions.

34.3 The purchase of bulbs within the previously agreed maximum budget of £200 – The bulbs have been purchased and planted through Norse, who managed to quadruple the number of bulbs, within the agreed budget of £200. The final total for Arnold's Bequest was £192.03. The bulbs were included with Lowestoft Town Council's order and an invoice to the Charity Board will be arranged.

34.4 Planting plans – Norse had raised the idea of a pond and using some of the fallen trees for a positive purpose, such as a bench. The intention is to progress these projects with a volunteer group.

34.5 Whether to purchase bat, bird and hedgehog houses (three of each) from Lowestoft Town Council – The Town Council has already placed an order with the supplier, including some which the Charity Board could purchase, which would otherwise be installed on Town Council land. Insect houses can also be purchased directly from the supplier. The bat, bird and insect houses are £4 each and the hedgehog houses are £5 each. Suffolk Wildlife Trust could offer advice on where best to install them. Cllr Pearce proposed approval of the purchase of three bat houses, three bird houses and three hedgehog houses from Lowestoft Town Council, and the purchase of three insect houses directly from the supplier; seconded by Cllr Begum; all in favour.

35. Date of the next meeting

Tuesday 26 April 2022 18:00

36. Items for the next agenda and close

It was requested that an item is added to the next agenda to review the budget and any ideas for expenditure. Due to poor attendance at Charity Board meetings, it has been suggested that Lowestoft Town Council Full Council meetings are brought forward to 18:00, with Charity Board meetings taking place afterwards.

There were no confidential matters for consideration and the meeting was closed at 18:19.

37. Resolution to close the meeting to the public

Signed:

26 April 2022