

# Arnold's Bequest Charity Board Meeting

All Lowestoft Town Council Councillors, as members of the corporate body of Trustees, are requested to participate in a meeting of the Arnold's Bequest Charity Board, to be held **at First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE at 18:00 on Tuesday 25 April 2023.**

Members of the public can join the meeting remotely via the following link:

<https://us02web.zoom.us/j/87347471471>. The meeting can also be observed via the following link:

<https://youtu.be/IBGRoooi25U>.

## Minutes

**Present:** Cllrs Sonia Barker, Nasima Begum (Deputy Mayor), Wendy Brooks, Colin Butler, Alan Green (Mayor), Peter Knight, and Andy Pearce

**In Attendance:** Shona Bendix (Town Clerk) and Taylor Williams (Committee Clerk)

**1. Welcome**

**2. To receive and consider approval of apologies for absence**

Apologies were received from Cllrs Lang, LeGrice, Newsome, Page, Parker, Pitts and Youngman with reasons provided. Cllr Knight proposed approval of apologies; seconded by Cllr Pearce; all in favour.

Cllrs Breakspear, Craig, Frost, Jones, Patience and Taylor were absent with no apologies.

**3. To note declarations of interests and consider any dispensations**

No interests were declared.

**4. To consider the draft minutes and confidential note of the meeting on 24 January 2023**

Cllr Brooks proposed approval of the draft minutes; seconded by Cllr Pearce; all in favour.

**5. To note any receipts and payments and the accounts to date**

Cllr Pearce proposed approval of the accounts; seconded by Cllr Brooks; all in favour.

**6. To consider grounds maintenance arrangements for 2023 – 2024, including the possibility of procuring services from Lowestoft Town Council and recharging/delegation arrangements (some aspects may be confidential)**

Whilst the site required work due to the overgrowth it should be noted that the site has no regular replenishment of funds and therefore works needed to be complementary and integrated with the grounds maintenance arrangements at Sparrows Nest and Belle Vue Park. Cllr Pearce proposed to explore opportunities to integrate the grounds maintenance of Arnold's Bequest with the in-house arrangements of the Town Council, with a consideration to cross-charge to avoid exhausting the Arnold's Bequest funds. The Clerk advised the Town Council, as per previous delegations to progress works via the Town Council and cross-charging, to authorise an annual spend of £6,500 on the site for routine maintenance, improvement works and running costs. With an additional £3,500 to be spent on overall site enhancement and a quarterly report on expenditure to be provided to the board by the Clerk. Cllr Pearce amended his proposal to accept the Clerk's recommendation and the advised delegation, with an item on the next agenda to receive a report and consider the income stream for the site; seconded by Cllr Brooks; all in favour.

**7. To consider progressing bank account signatories aligned with Lowestoft Town Council's, following the Annual Meeting in May**

As the bank signatories may change after the Annual General Meeting (AGM) in May, Cllr Pearce proposed that whoever is appointed as Town Council signatories at the AGM can also be appointed as Arnold's Bequest signatories; seconded by Cllr Knight; all in favour.

**8. To consider the lease arrangements for car parking areas (some aspects may be confidential)**

Responses were pending from one party whilst the lawyer considered the proposals and arrangements, the outcomes of which would be reported to the next meeting of the Arnold's Bequest Charity Board. It was requested that the Clerk investigate the inclusion of bike racks as part of the improvement works of the area.

**9. Date of the next meeting**

Tuesday 25 July 2023 18:00

**10. Items for the next agenda and close**

Aside from the deferred items, it was requested any additional items be emailed to the office.

**11. To resolve that the public be excluded from the meeting on the grounds that publicity would be prejudicial to public interest by reason of the confidential nature of the business to be transacted, namely any legal issues relating to the matters on this agenda**

*The Chair closed the meeting at 18:12*

Signed: .....

25 July 2023