

Arnold's Bequest Charity Board Meeting

**Minutes of a meeting on 26 April 2022
at First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE**

Present: Cllrs Sonia Barker, Robert Breakspear, Wendy Brooks, Colin Butler, Alan Green (Chair), Peter Knight, Christian Newsome, Andy Pearce, John Pitts and Elise Youngman

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

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

1. Welcome

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

Cllr Pitts arrived 18:02

2. Apologies for absence

Apologies were received from Cllrs Nasima Begum, Amanda Frost, Peter Lang, Paul Page, Graham Parker and Keith Patience, who had provided reasons. Cllrs Tracey Eastwood, Jen Jones and Alice Taylor had not provided apologies and were absent. Cllr Knight proposed approval of the apologies received; seconded by Cllr Pearce; all in favour.

3. Declarations of interests and consideration of any dispensations

There were none.

4. The draft minutes of the meeting on 25 January 2022

Cllr Knight proposed approval of the minutes; seconded by Cllr Breakspear; all in favour.

5. Any receipts and payments and the accounts to date

Details of the receipts, payments and the accounts to date had been circulated and had not changed since the year end position.

6. Any projects to progress in 2022 – 2023

Cllr Brooks had requested the consideration of this item and suggested the Charity Board should consider upgrading the railings, developing a pond and ensuring the bluebell walk and memorial to the late Cllr Sue Barnard are progressed. Cllr Brooks asked officers to approach contacts at Stradbroke House and residents at the bottom of Arnold's Bequest to see if there would be any interest in forming a volunteer group.

7. Progress with setting up a bank account

The Project and Committee Clerk advised that officers were still exploring whether the preferred provider offers the required levels of access and security.

8. Issues with drainage and running water

The Project and Committee Clerk advised this item is interlinked with item 10.

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

9.1 Progress with establishing volunteer support – The Clerk advised that Lowestoft Town Council is considering a proposal for volunteer and paid staff support. Once this is embedded, a proposal could be put to the Charity Board, to see if it would like to buy or

add time to that arrangement. Cllr Brooks suggested using the Sparrows Nest noticeboard to advertise for volunteer support, particularly for specific projects, such as bulb planting.

Cllr Newsome arrived 18:12

Cllr Brooks proposed progressing the development of a water feature or pond, with the support of Norse and advertising for volunteer support. Cllr Brooks further proposed delegating authority to officers, in conjunction with members of the corporate body of Trustees to use the period between now and the next meeting to draw up proposals, with costs, to be considered at the next meeting, and using noticeboards to seek interest in the project. Cllr Pearce seconded the proposal and all Councillors voted in favour.

9.2 Planting plans – This was covered with the discussion of the previous item.

10. The possibility of lease arrangements for car parking areas (some aspects may be confidential)

To be discussed during the confidential session.

11. Date of the next meeting

Tuesday 26 July 2022 18:00

12. Items for the next agenda and close

Cllr Brooks requested an update on the bluebell walk and memorial bench for the late Cllr Sue Barnard and proposed asking the Community Wardens to assess the railings and safety of the steep path; seconded by Cllr Pearce; all in favour. Cllr Breakspear advised he would liaise with Norse's grounds person regarding a planting plan. Cllr Pearce asked officers to arrange a meeting with Norse, the Community Wardens and members of the corporate body of Trustees to look at issues with weed coverage on the paths.

Cllr Knight proposed moving the meeting into confidential session; seconded by Cllr Breakspear; all in favour.

13. Resolution to close the meeting to the public

10. The possibility of lease arrangements for car parking areas (some aspects may be confidential) – A site visit had recently been undertaken and The Clerk advised the Charity Board of possible lease arrangements. There was a discussion regarding lease terms.

The Clerk temporarily left the meeting 18:25 and returned 18:27

Cllr Pearce made a confidential proposal; seconded by Cllr Brooks; all in favour.

The Chair closed the meeting at 18:29.

Signed: 

26 July 2022