

**MINUTES OF A MEETING OF THE TRUSTEES OF THE PAROCHIAL CHARITY IN THE
ANCIENT PARISH OF SMISBY (“The Charity”)
held at 7pm on 24 June 2025 at Cedar Lawns, Forties Lane, Smisby**

1. **Present** Mr. P. Cooper, Gemma Dickens and Elizabeth Sturgess
Attending: Mrs S. Heap (Clerk)
2. **Chairman** It was proposed by Elizabeth Sturgess and seconded by Paul Cooper that Gemma Dickens be Chairman of the meeting.
3. **Minutes** Minutes of the previous meeting were approved and signed by the Chairman and the Clerk was instructed to forward signed copies to Nuvo Accountants.
4. **Matters Arising**
 - a. **Hemington Land Footpath and Bench**

The Charity had been contacted by Hemington Parish Council regarding the state of a bench sited on the Hemington Land. Following a site visit by ES she reported that the condition of the bench was not bad and therefore not in need of repair. As there was no knowledge of a bench being sited Fisher German had been instructed to ask the current tenant whether he had any information about the bench. Also, to inform the tenant about the proposed signage and ask if the tenant could confirm proposed positions for the signs. As to possible development, after enquiry it has become clear that there was no immediate prospect of any substantive development and that it was better to wait (possibly until expiry of the current overage, a further 18 years remaining). It was noted that the CIO would trigger a transfer of the land requiring contact with the beneficiaries of the overage, Mr & Mrs Sewell and that Nelsons were trying to find contact details.
ACTION: GD to deal with FG and ES to deal with Nelsons.
 - b. **Christmas Hampers 2025**

Following on from the last meeting GD had provisionally ascertained a costing using Tesco’s prices and deemed it could be possible to continue with the hampers but this would depend on the questionnaire responses received after the September deadline of the newsletter being distributed. PC offered his residence for compiling the hampers for which he was thanked.
 - c. **CIO Constitution.**

ES had contacted Jayne but as yet there was no response from the Charity Commission. She also gave the scope of work she would be undertaking on behalf of the Charity.
 - d. **Forms re increase in Student Tertiary Funding, Empowering Futures Fund and Winter Fuel Payments.**

Although PC had uploaded the redacted minutes onto the Smisby website the Empowering Futures Fund form was still awaiting completion.
ACTION: PC to complete.
 - e. **Jubilee Field Grounds Maintenance**

PC had calculated and confirmed to the Clerk the amount to pay to the Parish Council in respect of the maintenance of the Jubilee Field for 2025/26 which was £667.13.
The Clerk actioned accordingly.
 - f. **VE Day Celebrations 2025**

A costing had been received from Karen Walker for the sum of £1,631.16 and it was agreed that this be paid. The Clerk actioned accordingly.

g. Car Park Lease

The Charity had been advised by FG to issue Mr.& Mrs. Hayes a backdated invoice from 16 December 2013 up to 24 June 2025 in the sum of £18,037.50, which was subsequently sent to FG to deal with. Following this a response had been received from Mr. & Mrs. Hayes that they would be taking legal advice but as yet nothing was forthcoming. It was also noted that they had paid £3125.00 being their quarterly payment.

ACTION: GD to get FG to chase up on the legal advice and query the £3125.00 payment.

h. Consideration of New Website

GD had ascertained that Larry South organises the Smisby Village website. However, it was agreed that it might be a good idea to get someone to have a look at organising a new website.

ACTION: GD to action.

i. Mick Smith's Field – Forties Lane

PC had had great difficulty in contacting Mick Smith but would carry on doing so as the Charity had now obtained a valuation and was ready to move forward.

ACTION: PC to keep trying to contact.

5. Business

a. Smisby Allotments

The Trustees felt that it was time a meeting with Sarah Rushman of Smisby Allotments took place to ascertain how the allotments were progressing.

ACTION: ES agreed to arrange a meeting with her.

b. Messrs. Higgins - Hemington Farm Business Tenancy

FG had finalised a new tenancy agreement with Messrs. Higgins at an increase in rental of £1850 p.a. The Clerk had sent out the appropriate rent demand and the agreed payment had been made for the first 6 months.

c. Ashby Food Bank

Following requests from parishioners for their hamper cost to be donated to the Ashby Food Bank, an amount of £700 was donated and a thank you was received from them for this extremely generous donation.

d. ██████████ Funding

A request from ██████████ had again been received in respect of ██████████ for ██████████ in the sum of £500.00. This was unanimously agreed.

ACTION: The Clerk to pay accordingly.

e. NFU Correspondence

Notification of their AGM and general correspondence was received.

f. Smisby Parish Council Meeting Report

GD had attended the recent Parsh Council meeting and reported to the Trustees on the items discussed being the Jubilee Field Maintenance, a new website, Newsletter and the call for new Nominative and Co-optative Trustees.

g. Newsletter

The Newsletter had been finalised and distributed to the parishioners and the postage cost was awaited from Kilworth Machinery Ltd.

6. Investments

a. Cash on Deposit at 24 June 2025

The Cash on Deposit spreadsheet was produced.

b. Rathbones

PC had updated the Investment Policy and submitted to Rathbones.

PC had also spoken to Rathbones who confirmed they would need to set up a separate account for the CIO and transfer all the existing assets on the given date, which will only entail signing forms and providing documentation by the Trustees. They also confirmed there will be no charges for this exercise.

c. Cambridge & Counties – Notification in reduction of interest rate to 3.80% from 27.06.25. – Statement of Account

d. Close Bros. – Notification of interest rate reduction to 4.60% from 22.07.25 – Statement of Account

e. Bath Building Society – Notification of interest rate reduction to 1.80% from 02.06.25

f. CAFBank – Notification of interest rate reduction to 1.85% from 29.05.25 – Acknowledgement of change to CIO.

7. Payment of Accounts

a) Fisher German – Report and Valuation of Mick Smith’s field £1800.00

Accounts for the year ended 31 March 2025

The accounts had been prepared and presented for approval and it was agreed that these be adopted.

ACTION: The Clerk to take to Nuvo Accountants for them to complete for submission to The Charity Commission.

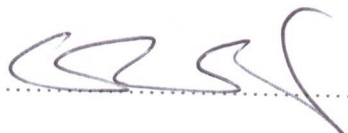
8. Other Business

a) Smisby W.I.

As it was the time of year when a donation was made to Smisby WI, it was unanimously agreed that a donation of £1500 be awarded for 2025.

ACTION: The Clerk to arrange accordingly.

There being no further business the meeting was closed at 8.30 pm

Signed..........Dated 7th October 2025