

**MINUTES OF A MEETING OF THE TRUSTEES OF THE PAROCHIAL CHARITY IN THE  
ANCIENT PARISH OF SMISBY (“The Charity”)  
held at 7pm on the 6 October 2021 at Cedar Lawns, Smisby**

1. **Present** Mr. S. J. Barnett, Mr. R.J. Hounslow, Ms. C.E. Hynam via Zoom and Mr. P. Cooper via Zoom  
Attending: Mrs S. Heap (Clerk)
2. **Chairman** It was proposed by Ms. C. Hynam and seconded by Mr. S. Barnett that Mr. R. Hounslow be  
Chairman of the meeting.
3. **Minutes** Minutes of the previous meetings were approved and signed by the Chairman.
4. **Matters Arising**

**a. ‘Redacted’**

**b. Jubilee Field Lease**

The signed draft Lease had been received from the Parish Council and Ms. Hynam was instructed to forward this to Mike Reynolds for him to ask Nelsons to prepare the legal document with an amendment changing the terms of the lease from 10 to 7 years. Once the lease has been tightened up Mike was to forward to the Parish Council for their signature.

**ACTION:** In the meantime it was agreed that Ms. Hynam draft a letter for the Clerk to forward to the Parish Council outlining this change.

**Helicopter Landing on Jubilee Field**

It was brought to the attention of the Trustees that a helicopter had landed on the football pitch in the Jubilee Field. This had caused some concern to the local residents and also possible damage to the newly laid football pitch. Following investigation it was found that a member of the Parish Council had organised this but had not sought permission from the Charity, being the owners of the field. The Trustees had sought professional advice on this as the field is leased to the Parish Council and they did not have the authority to sanction the landing. A letter had been sent to the Parish Council by the professional body outlining this point.

**c. Commemoration to Mr. J. Barnes**

Mr. Cooper had sourced a bench at an estimated cost of £1000.00 and this was agreed. The engraving on the plaque was yet to be decided and the Church and Mrs. Barnes were to be contacted should they wish to have an input on the inscription. It was also suggested that the Village Hall and any Parishioner be asked if they wished to contribute to the overall cost.

**ACTION:** Ms. Hynam to bring the matter of a contribution up at a Village Hall meeting and the Clerk to contact Gary Margerrison, Church Warden and Mrs Barnes re an inscription.

**d. Jubilee Field**

The football pitch reparations have now been completed and a cheque for £3607.00 issued to Rethink Maintenance.

The question of the Parochial Charity funding the maintenance of the football pitch and the wild flower area was discussed and it was felt that once the contract the Parish Council have with Blooming Gardens runs out then the Charity, depending on the cost, would be willing to support this funding.

**ACTION:** a) A quote was to be requested from Rethink Maintenance in respect of this work.  
b) Mr. Barnett was to get feedback from Darren Whitby on the football pitch reparations.

**e. Smisby Allotments**

The Clerk reported that £300 had been received from Smisby Allotments in June 2021.

**ACTION:** As the last payment was made in 2019 the Clerk was asked to request a further £300 for the year 2020.

**5. Business**

**a. 'Redacted'**

**b. Christmas Hampers**

It was agreed that Christmas hampers again be distributed to Parishioners who were eligible at a cost of £55 for singles and £110 for couples.

There had been suggestions that the qualifying age be changed but it was felt that this could not be achieved this year but would be considered for next year.

Two requests had been received from Mrs. Barnett for the reimbursement of Christmas hamper contents that had been purchased, £667.40 and £568.90. It was agreed that cheques be raised accordingly.

**c. 'Redacted'**

**d. 'Redacted'**

**e. Overhanging Vegetation – Burton Road**

Letters had been received from Leicestershire County Council by certain Trustees requesting the cutting back of the overhanging vegetation along Burton Road. Mike Reynolds was informed and action taken.

As contact details needed to be brought up to date concerning the Charity's land ownership the Clerk was instructed to ask Mike Reynolds to update with the Land Registry. His reply was that this would have to be carried out by a Solicitor and had asked for two quotes, one being £750 plus VAT but was still awaiting a reply from another.

There had also been a further request from Western Power for vegetation to be removed from the overhead power line along Burton Road.

**ACTION:** The Clerk had been instructed to request Mike Reynolds to deal with this matter too.

**f. Smisby Parochial Charity Web Page**

An invoice for £15.00 had been received from Mr. Larry South in respect of reimbursement of costs in connection with the Smisby web page. A cheque was issued accordingly.

**g. Village Hall Flower Troughs**

Reimbursement for filling the village hall flower troughs for the summer had been received from Hazel Salt (£16.96) and Fiona Royce (£55.47) and cheques issued accordingly.

**h. Smisby WI**

A letter of thanks had been received from Smisby WI which was read out.

**i. 'Redacted'**

**6. Investments**

**a. Cash on Deposit at 6 October 2021**

The Clerk presented a spreadsheet of the Cash on Deposit at the 26 May 2021.

**b. Rathbones**

Financial correspondence had been received from Rathbones concerning Stock Transfer forms and Brewin Dolphin.

The Clerk was instructed to contact Rathbones for a time scale as to when they envisage being in complete control of the Charity's financial affairs and when there could be another meeting to discuss their thoughts and ours on the Cash on Deposit. A copy of the Cash on Deposit spreadsheet was to be sent to them.

Also Mr. Barnett was to contact Clear Solutions to see how they were progressing with the changeover in particular concerning Transact.

**c. United Trust Maturity**

This investment had now matured and the funds received in the Charity's Revenue account.

**d. to n. Investment Notifications for Consideration/Action All Noted**

Close Bros. Statements, Hodge Bank Statements, Transact Quarterly Report, COIF Statements and Client information form completed, Schroders Statements and Half Yearly Investment Statement, M & G Tax Vouchers and Interim Report, BNY Mellon Statements, 7IM Portfolio Valuations and remittance advice, Market Harbourough B.Soc. correspondence, Redwood Bank Statement, Clydesdale Bank correspondence.

**7. Payment of Accounts**

**IT WAS RESOLVED** that the following accounts be paid:

a. Mr. R.J. Hounslow – Lunch Expenses – Rathbones meeting	£34.74
b. Mrs. S. Heap – Clerks Expenses	£63.05

**8. Accounts** The accounts for the year ended 31 March 2021 had been submitted to ADS Accountancy for audit and a draft set received. The Trustees Report was to be completed and returned to them. Mr. Barnett to action.

An invoice was received from them for £2400.00 and it was agreed this be paid.

**9. Other Business**

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

Signed.....

Dated.....