

**EAST GRINSTEAD WAR MEMORIAL LTD**  
**MINUTES OF THE COUNCIL OF MANAGEMENT MEETING: 01/2016**  
**HELD ON WEDNESDAY 13TH JANUARY 2016 AT 7PM**  
**AT CHEQUER MEAD, EAST GRINSTEAD**

**1 Present**

C.Nunn	P.Thurlow	T.Hayman	M.Phillips
M.Funnell	D.Yeoman	A.Fisher	S.Baker
N.Davis	C.Russell	L.Graysmark	D.Sweatman
G.Stagg			

**2 Apologies for Absence**

K.Younger

TH reported that Keith is now very ill and had verbally tendered his resignation. The Council were sad to hear this and reluctantly accepted. Keith is one of the longest standing members and his wisdom would be missed.

The Council decided not to co-opt a replacement at this time as the Council was thought to be large enough to be effective.

**3 Minutes of previous CoM Meeting**

- The Draft Minutes of the Meeting on 30th September 2015 were agreed subject to 2 CN amendments:
- CN had made a mistake and had not filed the accounts with the Charities Commission. This had resulted in a "black mark" against our filing.
- TH wished it be recorded that at the East Court walkabout on 27th Sept, ACG had supplied excellent refreshments.

**4 Matters arising from previous CoM Meeting**

- We had represented the Company at Remembrance Day events in EG
- GS/TH had represented the Company at the SSAFA concert at Chequer Mead. It was a very good event but it was made clear to them that future grants were not guaranteed.

**5 Membership**

- 200 Certificates had gone out at some significant cost.
- Since the last meeting there had been 0 applications, 3 resignations, 1 death, resulting in a current total of 316
- No progress had been made with the Wild Apricot membership software because we did not have proper signatories for a Direct Debit Mandate. This has now been resolved and it was agreed that we should go ahead with this system which would (in time) allow us to levy membership fees.

**6 East Court Steering Meeting**

- TH/CN attended a Steering Meeting at HH on 23/10/15 where the Draft Plan and Terms of Reference were considered. We had problems with (1) Plan must be agreed with EGWML (not "discussed") (2) pavilion, roads etc need to be included (3) MSDC's historical level of spend needs to be maintained (4) Visibility of SANGS contributions needed (5) Need to know what is covered by which income stream (6) concept of a full-time ranger was downgraded.
- A schedule of SANGS contributions had been received from MSDC showing £180k of commitments in 11 months to the end of November. Office conversions meant a large proportion of small units which was depressing the overall revenue stream. Future updates will in time show SANGS expenditure as well.
- The Steering Group had a useful walkabout of East Court on Dec 14th

- Work on the new paths started in early December and this, and the steps/boardwalk, were due CN for completion before the end of Feb. MF was most concerned that the footpath construction was inadequate. There was general consensus though that if MSDC wanted to do it "on the cheap" at the moment, then their repair costs (which they need to be committed to pay themselves) would be higher.
- A further revision of the DP & TOR was received mid December but was still too fuzzy on CN some critical issues.
- CN showed Council a spreadsheet that would be used to monitor progress against the East CN Court Plan objectives

## 7 Finances

- Lloyds balance 16.10.15 £10,448  
Rathbones balance 08.01.16 £524,078
- After interminable delays we had at last set up new signatories for our Lloyds bank account. 2 ND of CN/ND/Allan Tyler are required to sign. ND would in time pursue electronic banking and also consider if another bank might give better service
- ND had met with Rathbones and was completely satisfied with their performance. A resolution ND was unanimously passed that Rathbones be asked to continue to manage the EGWML Fund portfolio and that Chris Nunn and Nigel Davis (acting jointly together) be the sole representatives of EGWML who would be able to provide Rathbones with instructions.
- Brookes, our Accountants, had been rather unresponsive to our communications but we would ND at least ask them to prepare our 2015 accounts, highlighting the exceptional cost of the dramatic membership increase.
- All receipts were now being scanned and held electronically ND
- Although we had now written off the AV equipment that we bought for Chequer Mead, in CN/ND theory we still had Title to the goods. Need to resolve
- We had no provision for the £700 deposit on East Court Lodge. This would be included in the ND 2015 accounts
- ND was asked to prepare a budget for 2016 by the next meeting ND

## 8 Property

- The option with APCA to use the Holtye Track for access had expired.
- EGTSC (Shooting) had asked if they could sub-let their car park producing revenues of ca. £5k MP per year. Initial reactions to this was that it would be profiteering compared to their rent of £500. However, after discussion it was agreed that this would be entirely appropriate support for a thriving sports club in East Court, providing transparency was maintained.
- The EGTFC (Football) lease was very short and verbal permission had been given to them CN/MP some years ago to sub-let. Again it was agreed that this financial support was appropriate but we would regularise and ask for transparency
- Boundary encroachments behind Gleave Close are being investigated and a letter from CN EGWML would probably be sent..

## 9 Grants and Donations

- CR and LG presented slightly different views on how we should invite, and then allocate, grants funding. No clear conclusions were reached, but all agreed that without a budget (see 7 above) we couldn't move forward. To be carried forward to next meeting.
- Note: This item was not discussed at the meeting but Council members were advised on CN 14/1/16.  
A resolution made at the Council Meeting on 1/7/15 to pay grants of £4,250 to SSAFA, £200 to RBL womens branch, and £150 to the RBL Poppy Appeal had not yet been acted upon and needed to be processed.

## 10 The Lake project

- It had taken considerable time to get the file from AT but we now had it and had met the Project DY/MF Manager. MF & DY to meet and determine what the situation is so we can discuss ways forward. It is highly likely that this project could attract Grant funding.

- TH said that ACG were prepared to remove some of the scrub and invasives if it was helpful TH

#### **11 Insurances**

- GS had met Knighthood and was confident that we had the right level of cover at a reasonable GS cost. The meeting asked GS to provide a summary of costs

#### **12 Website/Publicity**

- Various news items had been added to the website and members had been directly informed about them. 4 positive responses to this initiative resulted.

#### **13 Archives**

- AF is gradually managing to find documents which will eventually be scanned and filed AF centrally

#### **14 Any other business**

- Before progressing with the plan to update our M&A's we had consulted Brookes as to whether CN we should convert to a CIO (Charitable Incorporated Organisation). There seemed to be no good reasons to convert so we would stay as a Ltd Co. We could now work with Lorraine Young to update our M&A's. This would undoubtedly precipitate some fundamental questions which would be brought forward to the Council for resolution.
- A date of June 15th was proposed for the AGM although this was subsequently changed to June CN 22nd so that NG could attend. It was agreed that it would be too ambitious to suggest a name change, introduce membership fees, or change the M&A's at this meeting
- It was agreed not to renew our membership of Sussex Wildlife Trust at a cost of £600 CN
- We are keeping an eye on the EG Neighbourhood Plan to try and get the best possible CN protection for the East Court Estate.
- It is understood that the Alfred Wagg Studio at Chequer Mead is going to be converted to a CN Police Station. We should make representations to CM to continue to use the name. It was also thought that because of our previous support we should be entitled to free meeting room facilities.
- TH encouraged all Council members to show their faces at the ACG annual Litter pick of East TH Court on Sunday 10th April.

#### **15 Dates of Subsequent meetings**

- Wednesday 17th February 7pm
- Wednesday 23rd March 7pm
- Wednesday 11th May 7pm
- AGM - Wednesday June 22nd 7pm (see AOB above)

