

EAST GRINSTEAD MEMORIAL ESTATE LTD

Registered Charity No. 305211 Company No. 468425

MINUTES**DIRECTORS MEETING 01/2020**

7pm, Tuesday 21st Jan 2020

Chequer Mead Community Arts Centre,
De La Warr Rd, East Grinstead, RH19 3B4

1. Present
 - 1.1. Nunn, Thurlow, Fisher, Graysmark, Russell, Phillips, Davis, Baker, Sweatman
2. Apologies for Absence
 - 2.1. Stagg, Funnell
 - 2.2. Denis Yeoman tendered his resignation as a Director on 19th September due to lack of time. This means that we now have two vacancies on the Board.
 - 2.3. ██████████ of Fulmar Drive has recently retired and may be interested in becoming a Director. CN to sound him out. No other candidates were known at this time, but the entire membership would be polled at the AGM in June.
3. Minutes of previous Directors Meeting 03/2019, 18th Sept 2019
 - 3.1. The draft Minutes of the previous meeting were agreed as a true record subject to some typos in 14.2. The Chairman would sign them (and redact as necessary), and post on the website for members to view, and also upload to the document archive. [CN]
4. Membership.
 - 4.1. Membership had fallen from 71 at the end of 2019 to 57. The new Stripe credit card facility had proved very popular during the annual renewal process.
 - 4.2. Allan Tyler passed away in December. He had been a member since 1991 and had at one stage been Chairman. We passed on a message of condolence to his family and have put a piece about him on our website.
 - 4.3. PT was of the opinion that the “two stage process” of filling in the membership form, and then paying, was putting off new members. CN to review the mechanics of joining.
 - 4.4. It was agreed that to encourage new members we should try and offer the first year (or what remain ed of it, for free. Again CN to see how this can be done.
 - 4.5. A Newsletter had gone out on 2nd December with no feedback either way. The next newsletter would go out on/around 1st April [CN]
5. East Court Steering Meeting
 - 5.1. There has been no replacement yet for Stephen Witchell, so, disappointingly, the December Steering Meeting was postponed. New date not known.
 - 5.2. DS to ask Rob Anderton what’s going on.
 - 5.3. Green Flag pole now erected at Estcots entrance
 - 5.4. The legal formalities re the Stirling Way cross-over have been completed (see 8.1) but progress on the project to surface the Holtye Track is unknown.
 - 5.5. Likewise progress on the English Woodlands Forestry management contract.
6. Finances
 - 6.1. ND presented a budget plan for 2020 that showed we could comfortably spend £20k on grants in addition to separately funding ACG conservation activities. It was noted that in 2017 grants had totalled £6k, and in 2018 £16k. The budget was accepted.

- 6.2. Unbeknown to us Lloyds had put a stop on our bank accounts because of money laundering concerns as a result of the large cash movements from the sale of The Lodge. This had now been sorted by ND but had caused considerable frustration with failed payments and direct debits.
- 6.3. Our fund at Rathbones now stood at just over £1m. Rathbones have strongly suggested to us that as we had no plans to withdraw significant sums of money from our fund, that we increase our risk level from its current very conservative level 2 to around 4 or 5. After discussion, IT WAS RESOLVED by a majority vote to give ND authority to instruct Rathbones to raise our risk level to that which Rathbones feel to be more appropriate for our Company.

7. Neighbours

- 7.1. PT will soon be carrying out the annual Land Registry survey of properties adjoining our Estate to identify, and then reach out to, new neighbours.
- 7.2. PT is keen to do a newsletter to all neighbours but wants to wait for more positive news on the Holtje Track and the Woodland Management Contract.

8. Property

- 8.1. MP had finished negotiations on our behalf with MSDC regarding formal access to the Stirling Way crossing and by a majority vote IT WAS RESOLVED that we should grant MSDC the benefit of our right of way over the Sterling Way crossing.
- 8.2. It was noted that MSDC were paying our costs on this transaction.

9. Grants

- 9.1. A £200 donation had been made to the Royal British Legion.
- 9.2. ND noted that £1,500 from membership fees was available for a special cause.
- 9.3. There was a wide-ranging discussion led by LG on our future grant-making strategy:
 - 9.3.1. CR introduced us to Mid Sussex Voluntary Action (MSVA www.msva.org.uk) who act as a clearing house for grant applications in our area. If we ask them, they would notify appropriate affiliated causes of our desire to make grants, and request bids for us to consider. All thought this was an excellent way of simplifying our grants process and it was agreed that CR should approach MSVA accordingly.
 - 9.3.2. We would anticipate that CR/LG would vet all applications which would then be decided by the Board, possibly at our annual Spring meeting.
 - 9.3.3. It was generally agreed that supporting capital, rather than revenue, projects was desirable, but shouldn't be a criteria for future grant giving.
 - 9.3.4. It was also agreed that we should aim to rotate grants to different organisations to discourage a dependency culture.
 - 9.3.5. It was noted that some of the organisations based in EG who we might give grants to had members from outside EG. It was agreed though that this was inevitable and shouldn't be a reason not to award grants.
 - 9.3.6. It was generally agreed as a principle that we should try and give numerous smaller grants, rather than a few large ones.
 - 9.3.7. We discussed the need to see accounts of grant candidates but no conclusion was reached on this subject.
 - 9.3.8. SB noted that we shouldn't leave Junior Schools out of the system.
 - 9.3.9. The possibility of an annual "Alfred Wagg Bursary" was floated.
 - 9.3.10. It seemed sensible to keep some monies back for small ad hoc grants during the year.
- 9.4. All agreed that this had been a worthwhile and timely discussion which LG would summarise into a draft policy document.

10. Insurances

- 10.1. Nothing to report.

11. Website and Publicity

11.1. 3 new items added to website (and facebook where indicated)

11.1.1. 10/11 Remembrance Day (CN & LG attended)

11.1.2. 2/12 Frosty Morning photos (Stuart Webber)

11.1.3. 21/12 Allan Tyler

12. Archives

12.1. CN had reviewed a lever-arch file originating from PB and concluded that it contained duplicates of items previously scanned so it was destroyed.

13. Any Other Business

13.1. LG had attended the Town Remembrance Day service and CN went to the one at East Court.

13.2. Should we be involved in the Towns VE anniversary on May 8th?

14. Dates of Subsequent Meetings

14.1. Directors Meeting. Tuesday May 5th 2020, 7pm at Chequer Mead

14.2. AGM. Wednesday 24th June. 7pm at Chequer Mead

A handwritten signature in black ink, consisting of a series of connected loops and a long horizontal stroke at the bottom.