

EAST GRINSTEAD MEMORIAL ESTATE LTD

Registered Charity No. 305211 Company No. 468425

MINUTES

DIRECTORS MEETING 01/2022

7pm, Tuesday 11th January 2022

Studio 2, Chequer Mead, De La Warr Road,

East Grinstead, West Sussex, RH19 3BS

1. Present: Lloyd Richards, Lynn Graysmark, Chris Nunn, Shirley Baker, Anthony Fisher, Mike Funnell, Melvin Phillips, Chris Russell, Ann Hacke, Mike Barlow,
2. Apologies for Absence: Nigel Davis
3. Minutes of previous Directors Meeting 05/2021, 12th October 2021
 - 3.1. Item 5.3, concerning the appointment of Ann Hacke as a Director had been added as a post-meeting item.
 - 3.2. The Minutes were approved and would be e-signed by LR and posted to the archive and uploaded to our web site after any necessary redaction. [CN]
 - 3.3. Matters arising from Meeting 05/2021.
 - 3.3.1. Item 4.3 "ring-fencing of funds" would be addressed under item 7
 - 3.3.2. Item 6.4 "Progress with MSDC" LR had sent out some updates. To be covered under item 4
 - 3.3.3. Item 7.2 "Skills audit". To be discussed under item 5
 - 3.3.4. Item 10.1. "Insurance". AH has made contact with GS and is in the process of receiving the documentation. In the meantime, our premium has risen by ca. 50% apparently because of industry-wide cost increases
 - 3.3.5. Item 12.2. "EGTFC discussions with We Buy Any Car" LR had sent out an update note. The situation has become more complicated because of Planning issues.
 - 3.3.6. Item 15.1 "Remembrance wreath at East Court". SB had attended but it was a poorly organised event (EGTC)
 - 3.3.7. Item 15.2 Civic Service. LR had attended but numbers were again low. LR to raise with EGTC.
4. MSDC
 - 4.1. LR reported that a meeting with Rob Anderton on 24th November had been quite positive. The discussion had been wide-ranging with all ideas for a better management system put on the table. We promoted the idea of MSDC sub-contracting the management to a specialist company (e.g. The Land Trust), but this would involve MSDC bringing forward many decades of revenue spend into a larger, one-off capital spend to enhance the SANG fund. RA agreed to follow this up - LR to chase on the 24th Jan, and suggest a 3-way meeting with Land Trust.
 - 4.2. We hadn't received anything re the updated 5-year plan which was supposed to have come into effect on Jan 1st. LR is chasing Stuart.
5. Board Development
 - 5.1. Matt Rew had hoped to attend tonight's meeting with a view to being appointed as a new Director. Unfortunately he had a positive Covid test, and was unable to attend.
 - 5.2. CR had prepared a paper re length of service of Directors (which is currently open-ended, subject to 3-year renewals). It was agreed that to align ourselves with current practice, we should limit the term of Directors to 9 years (i.e. max. two 3-year renewals). CN to work out details of changing our AoA by Special resolution at this year's AGM. Changes will have to be approved by the Charity Commission. No age restrictions would be introduced.
 - 5.3. CR promoted the idea that Directors who are retiring soon should be encouraged to help find a replacement.

- 5.4. LR had prepared a paper "EGMEL Board mix outline. V1 - Nov 2021" which was accepted by the meeting. This detailed the skill sets that we should be looking for when recruiting new Directors.
- 5.5. AF stated that after 26 years service, he felt he would not seek reappointment at this years AGM
- 5.6. SB also reconfirmed her intention not to seek reappointment at this years AGM
- 5.7. MF confirmed that he intended to stand for re-election at the AGM, but that would not necessarily be for 3 years.
- 5.8. We now have function@egmel.co.uk email addresses for Chair, Secretary, Treasurer & Webmaster, hosted in the same package as our website. These will be rolled out in coming weeks.
6. Grants and Donations
 - 6.1. CR/LG will be meeting next week to kick start this years process. It was decided not to set an arbitrary limit on grants but for CR/LG to assess what was needed in the first instance.
 - 6.2. CR is keen to encourage school 6th formers, and maybe teachers, to get involved with EGMEL, and will be approaching them on this basis.
 - 6.3. It was reiterated that, where appropriate, we would not fund the same organisation year after year, to avoid a dependency culture.
7. Finances & Insurance
 - 7.1. AH presented figures showing that at the year-end we had reduced our cash balance by £4.4k. We had no unusual costs or income, so, with our revenue mostly constrained by stock market performance, we either needed to reduce our expenditure in 2022, or draw-down some of the £115k capital gain that we made in 2021.
 - 7.2. The meeting was in favour of some draw-down, and AH was asked to talk to Rathbones to determine the likely impact of £25k or £50k draw-downs.
 - 7.3. There was consensus that some of the draw-down would be used to maintain a significant level of grants (if needed) with the remainder going to cash reserves.
 - 7.4. AH also to ask Rathbones how much progress has been made in changing our risk strategy, as agreed in 2021.
 - 7.5. It was agreed that we should have an annual reserves strategy - LR/AH
8. Membership
 - 8.1. CN reported that since the last meeting, membership had fallen by 7 to 47.
 - 8.2. LR had sent out a newsletter to members on 1st December, with the next one due on 1st April.
9. Property
 - 9.1. Nothing to report
10. Neighbours
 - 10.1. Nothing to report
11. Website & Publicity
 - 11.1. MB to see what can be done to spruce the website up a bit.
 - 11.2. We now have over 200 followers of our rather spartan Facebook page.
12. Any other business
 - 12.1. LR to raise with EGTC re the very poor state of the Queens Rd Cemetery which includes 4 WW1 war graves.
 - 12.2. CN had attended ACG's Zoom AGM and wondered if the group was in decline and lacked direction. AF & MF, being active members didn't disagree with this. All agreed that it would be sad if ACG was no longer, but it is hard to see what we can do to help prevent this.
 - 12.3. It was noted that there is "Epic Mud" in Ashplats Wood as a result of the rain. Some people stop using the wood in these conditions.

12.4. One of our Councillors has asked what our Platinum Jubilee plans are for this year. It is not our intention to organise any events, but LR would offer "our support"

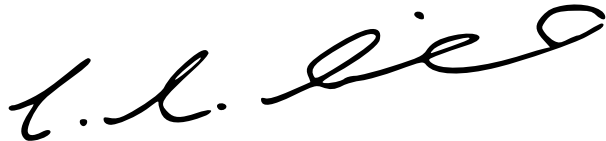
12.5. It was reported that the flower bed in the High Street that we sponsor was looking very sad. It was suggested that we might not repeat our £540 sponsorship in 2022.

13. Dates of Subsequent Meetings

13.1. 5th April 2022

13.2. 5th July 2022 (AGM, followed by Directors Meeting)

13.3. 11th October 2022.

A handwritten signature in black ink, appearing to read 'L. L. Lee', written in a cursive style.