

# EAST GRINSTEAD MEMORIAL ESTATE LTD

Registered Charity No. 305211 Company No. 468425

## MINUTES

### DIRECTORS MEETING 03/2022

8pm, Tuesday 5th July 2022

Chequer Mead, De La Warr Road,  
East Grinstead, West Sussex, RH19 3BS

#### 1. Present:

- 1.1. Directors: Lloyd Richards, Chris Nunn, Melvin Phillips, Ann Hacke, Mike Barlow, Matt Rew, Christopher Russell.
- 1.2. Guests: Mike Funnell,

#### 2. Apologies for Absence:

- 2.1. Lynn Graysmark, Christian Williams

#### 3. Minutes of previous Directors Meeting 02/2022, 29th March 2022

- 3.1. 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]

#### 4. Matters arising from last meeting:

- 4.1. Comments have been sent to MSDC on the draft 5 year plan
- 4.2. Pressure from other areas had so far prevented much progress on drafting our Policies
- 4.3. Brooks have done a good job with this years audit and have dropped their price because of Xero. It was agreed that we should stick with them for the time being
- 4.4. The Charity Commission has now accepted our "2018" Articles.

#### 5. MSDC

- 5.1. LR summarised our continued dissatisfaction about MSDC's performance and concern about their suggestion to abandon any possible enhancement of the Holtye Track.
- 5.2. A full discussion ensued about what remedies are available to us and it was agreed that we are duty bound to now seek legal advice on what steps are to be taken.
- 5.3. A resolution was unanimously passed that to approve expenditure of up to £10,000 for legal advice on potential avenues to ensure obligations under the Lease, SANG plan, and Steering terms of reference are fully met. The Chair and Secretary would jointly have discretion on how, when and with whom, this budget should be spent, but would keep the Board informed at all stages
- 5.4. In passing this resolution the Board acknowledged that this £10,000 budget will very likely need topping up depending on advice given. All agreed though that we are duty bound to ensure all legal obligations are fully discharged

#### 6. Board Development

- 6.1. Matt Rew, Christian Williams and Ann Hacke had been approved as Directors at the earlier AGM
- 6.2. Anthony Fisher, Shirley Baker and Mike Funnell had resigned at the same meeting. Mike Funnell has agreed to attend future Board meetings as a non-voting guest.
- 6.3. Sandy Clark and Kara Mondair (both 6th form students from Imberhorne) will be invited to future Board Meetings as guests.

#### 7. Grants and Donations

- 7.1. A final list "Schedule of Grants made in June 2022" comprising 23 separate grants totalling £30,000 was unanimously approved by the Board.

## **8. Finances & Insurance**

- 8.1. Ann Hacke had distributed a summary before the meeting showing that our P&L outcome in 2022 was likely to be similar to 2021. The value of our investments had fallen significantly, but over the longer term, it seems very likely that it will spring back.
- 8.2. We have now dropped our liability insurance from £10m to £5m after consultation with MSDC.
- 8.3. LR to remind ACG that MSDC will be reimbursing them for their insurance from now on.
- 8.4. MR's company (David Archer) have agreed to do the risk assessment on the Triangle gratis.

## **9. Membership**

- 9.1. CN reported that since the last meeting, membership had increased by 4 to 51.
- 9.2. Matt Rew and Christian Williams had now joined and Sandy Clark & Kara Mondair had become Student Members.
- 9.3. LR will be preparing a newsletter to members which is due to be sent out on 1st August.

## **10. Property**

- 10.1. Nothing to report

## **11. Neighbours**

- 11.1. Nothing to report

## **12. Website & Publicity**

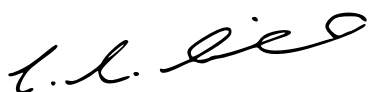
- 12.1. Sandy Clark & Kara Mondair were developing a plan to enhance our website and increase our Facebook profile.
- 12.2. MB to upload grants list to website.

## **13. Any other business**

- 13.1. Nothing to report

## **14. Dates of Subsequent Meetings**

- 14.1. 11th October 2022.

A handwritten signature in black ink, appearing to be 't.l. [unclear]', located at the bottom left of the page.