

Doddinghurst Dagwood Trust

Minutes of Doddinghurst Dagwood Trust Meeting, Monday 23rd October 2023 @ 19.30. The meeting was held via Zoom in Doddinghurst.

In Attendance: Revd Ann Coleman (AC); Mr Bill Parkinson (BP); Cllr David Potter (DP); Mr Roger Blake (Secretary) (RB); Mrs Chris Blackie (CB) (Treasurer).

1. **Apologies:** Mrs Christine King (CK); Mr Lee Shelton (LS)
2. **Minutes of the last meeting held 24th July 2023** – Approved and Signed (per pro Rev Ann Coleman).
3. **Actions and Updates from last meeting.**

- (a) *Re: the freehold registration of the old swimming pool land:* Cllr Potter undertook to follow up the registration of the ex-swimming pool land with the Doddinghurst Dagwood Trust in order to establish the process and costs involved. David Potter updated his action with the information that he needed to obtain a declaration of land ownership (via Adrian Hargreaves (Solicitor)) in order to pursue the registration of the freehold of the land with the Land Registry. Cllr Potter update his progress advising that the Land Registry Office was taking much longer than it used to in processing requests for action. **(Action DP) Ongoing.**
- (b) The Trust's Barclays Bank account still needs to be amended to delete David Miles as a signatory. The Treasurer confirmed that Barclays had removed David Miles as an authorised signatory.
- (c) Lodging of 2022 financial accounts. The Treasurer issued the 2022 accounts for the Dagwood Trust prepared by Stevenson and Co and as signed off by the Trust Chairman on the 24th July 2023. The Trustees noted the accounts and Lee Shelton agreed to lodge a copy with the Charity Commissioner website. The Treasurer advised that this action had been completed and that the Charity Commission website was correct and up to date. This included action 3(d) below.
- (d) Further information on the changes to the Charity Commission website - to provide individual trustees access to the Dagwood Trust website data, is awaited – Lee Shelton to investigate.
- (e) (b) A verbal query from the Pre-school for the provision of grant for a Lap-Top computer for a new employee so that the individual could work at home was raised. Trustees considered that there was insufficient information so the Pre-school would be asked to provide a formal request stating their case and amount being involved. This action was cancelled as the individual in question had left the pre-school.
- (f) Progress on a replacement for the Trust's Secretary. The Rev Ann advised that she had raised the topic with a potential replacement and but the Secretary confirmed that no follow through contact had been made. Ongoing **(Action AC).**

4. **Financial Update.**

- (a) **Latest 2023 Barclays Bank Statement and feedback from Barclays KYC review.** The Treasurer provided the latest Barclays Bank statement (to end September 2023) as £17,327.84 and confirmed that no further feedback from the Barclays KYC team had been received. It is therefore assumed that the Bank is satisfied with the Trust's responses.
- (b) **CCLA status and Trust receipts. CCLA Client Information Form – feedback from submission.** The CCLA COIF income unit status at 30th June 2023 for the Dagwood Trust account was 6412 units held with a value of £120,592.41.
NB. The CCLA client information form had been completed and emailed and posted to the CCLA immediately following the April 2023 meeting but no response had been received.

5. **Applications for Grants/ Donations.**

(a) Pre-School Request for 10 computer tablets – wi-fi access is now available in the Parish Room as a guest user on the Parish Council Broadband router. (The Village Hall are also considering setting up a community wi-fi hub.). Neil Jago had supplied a quotation for Samsung Tablets A5 and the total cost for 10 machines and cases was £1679.90 – an increase of £679.90 over the original grant request. The trustees agreed to fund the request and a cheque payable to the pre-school for the full amount was approved.

(b) A Grant request for School bibles for 2023 is anticipated. A cheque for £703.87 had been raised in July 2023 and issued. Action completed and the school expressed their gratitude to the Trust for the books.

(c) Funds for family support from the Dagwood Trust to All Saints PCC- hub funds. After discussion it was agreed that a sum of £2000, to cover a two-year period, would be paid to the All Saints Church PCC Hub specifically for the support of families to provide for their essential needs and who live in the village.

6. Progress on a replacement for the Trust's Secretary. It was noted that the next meeting would likely be the last for the current Secretary. See 3(f) above.

7. AOB. The Rev Ann advised that Hi-Ho garage had asked her whether or not The Dagwood Trust would become involved with a "sledge" charity collection for Christmas lights. The Trustees concluded that the Trust did not raise funds in this manner and would therefore decline the offer.

8. Date of Next Meeting: will be Monday 22nd January 2024, 19.30 @ Priest House, Church Lane, Doddinghurst (or as otherwise advised).

End of Minutes

Signed: Rev Ann Coleman (Chairman)

Date: 23rd October 2023

pp R. Blake.