



**MINUTES OF THE MEETING OF THE PARISH CHARITY
HELD IN THE JUBILEE PARK MEETING ROOM
at 7.00pm on THURSDAY 22ND NOVEMBER 2018**

Present. Cllrs Lowings (Chairman), Martin (Vice Chairman), Bennett, Harvey, Crummett

In attendance. Mrs K Wilson (Locum clerk) and 7 residents.

1) Chairman's opening remarks. Welcome to the meeting and thank you to Kristine for agreeing to act as clerk as Pat is on holiday.

2) Apologies. Apologies received from Cllr Goldsmith which were accepted.

3) Declarations of Interest. None

4) Minutes. The minutes of the previous meeting held on 26th July 2018 were agreed and signed.

5) Public session on Charity Matters. None

6) To consider any current submitted grant applications. None

7) Report from Yaxham Macmillan re use of grant. As required under the terms of the grant, a report had been submitted detailing the use of the grant. The Macmillan Coffee Morning had raised at £2,476.71, some £500 in excess of last year. This included: "Brave the shave" raised £242; and the school cake sale £62. Of the £350 grant made by the Charity, £97 had been used to cover printing and publishing posters leaflets etc and the purchase of supplies for the day. The balance was used to provide floats for the stalls on the day and was then included in the overall funds raised. Yaxham Macmillan was therefore very appreciative of the Charity Donation which helped make the day such a success. The Charity thanked Yaxham Macmillan for their report, and all their work and success.

8) To discuss financial matters. Cllr Martin, as acting Responsible Finance Officer, gave the details of the bank balance which stood at £40,553.36 after the payment of £350.00 to Macmillan. The investment value increased by 10% in the 6 months from 31/03/18 to 30/09/18 from £27,641.52 to £310,829.69.

9) To consider the information required for the Parish Charity's Annual required by the Return Charity Commission

It was AGREED that: the Charity Trustee is Yaxham Parish Council; for the purposes of the Charity Commission Website it was AGREED that the 7 councillors and Yaxham Parish Council would be listed as trustees; and that the charity contact is Ian Martin on the Yaxham Parish Council email address. Cllr Martin said that as the charity income is less than £10,000 there is no requirement to provide accounts, but there may be in the coming year if the income is in excess of £10,000. The deadline for submission of the accounts is 31st January 2019 and Cllr Martin agreed to do this as acting RFO.

10) To note any items to be included on the next agenda, including items from the Public Session. None

11) To agree Meeting Sates for 2019. The dates AGREED were: 28th February, 25th April, 27th June, 26th September and 28th November.

12) To note the date of the next meeting. The next meeting will be held on 28th February 2019.

The meeting closed at 7.20pm.
Mrs K Wilson (Locum clerk)