



# YAXHAM PARISH CHARITY

## MINUTES OF THE MEETING OF THE PARISH COUNCIL TO CONSIDER YAXHAM PARISH CHARITY BUSINESS

held in Myhill Room at Yaxham Village Hall at 7.00pm on Wednesday 25<sup>th</sup> October 2023

**Present:** Maggie Oechsle (MO) Chairman, Ben Conway (BC), Bob Gust (BG), Gary Davison (GD), Graham Howe (GH) and Paul Bone (PB)

**In attendance:** the Clerk and 3 members of the public

### 1. Chairman's Opening Remarks

The Chair welcomed and introduced everyone and informed them that the meeting was being recorded.

### 2. Apologies for absence

Apologies were received and accepted for Cllr C Couves.

### 3. Declarations of Interest

BG and GH declared an interest in item 8.

### 4. Public Session (for Charity matters only)

The Chair welcomed Trudy Gust from the Community Car scheme to address the councillors.

A grant for £500 had been applied for. So far since the Community Car scheme had started in 2015 more than 850 journeys had been made. All the journeys are calculated and the passengers pay 2/3rds of the cost and 1/3 comes from the grant previously received from the Parish Charity. There are currently 7 drivers.

The Chair asked if the drivers had DBS checks? They currently do not. It was felt that this would be a requirement for any grant given from the Parish Charity to the Community Car scheme. It was noted that DBS checks are currently free for Volunteers.

It was questioned whether the volunteers should also have safe guarding training? This would protect the Volunteers as well as their clients.

The Chair proposed that the £500 would be paid to the Community Car scheme once the drivers have all had DBS checks. This was seconded by GD and all agreed. GH and BG abstained.

### 5. Minutes of Previous Meetings

The minutes of the meeting held on 28<sup>th</sup> June 2023 were approved without amendment and signed by the Chair. **All agreed.**

There were no matters arising from the minutes of the previous meeting not considered elsewhere on the agenda.

### 6. To consider Robin Goreham's Charity audit report

The Chair read out the report and confirmed all was in order.

## 7. Finance

- a. To note any payments (\* - already paid)

To	Detail	£ Total
Unity Bank	First quarter service charge*	18.00
Unity Bank	Second quarter service charge*	18.00
YVAA	Grant*	1,000.00
Robin Goreham	Charity Audit	64.00

Noted and all agreed.

- b. To note any receipts

From	Detail	£ Total
CCLA	Dividend paid in the period	2,692.46

Noted.

- c. Bank position

The bank position had been circulated prior to the meeting.

- d. To receive and consider the Financial Monitoring Officer's report

PB confirmed he was happy with the records.

## 8. To consider any current submitted grant applications

Already considered in item 4 above.

## 9. To note any other items for inclusion on the agenda of the next meeting

Charity Policies in line with the Charity Commission recommendations.

## 10. To note the date of next meeting – 24<sup>th</sup> January