

Friends of Walpole Old Chapel - Trustees' Meeting 19th April 2022

Minutes [Approved]

Present: Lyn Banks
Simon Weeks
Lin le Versha

Apologies: Paul Simmons

Conflicts of Interest

1. Trustees all declared no conflicts of interest in relation to items on the agenda.

Minutes of Previous (WOC Committee) Meeting

2. The minutes of the meeting on 19th April 2022 were approved as an accurate record.
3. The following matters arising were noted:
 - Legally secure parking - SW has spoken with the landowner, who has yet to raise it with his solicitor.
 - **PS to order new postcards.**
 - 'Three Churches' publicity. **PS to draft**
 - LLV reported that the agreed Authorised Persons applications were now with HCT, still awaiting their trustee signatures, but this should not hold up any planned weddings.
 - **LB to chase** hmrc gift aid registration (but no urgency)
 - **PS to draft** press release re charity, funding, volunteers etc

Finance

4. LB presented the current accounts, as follows:

• Current account	£12,614.23 (of which £8,967.81 is 'unwrapped' funds)
• Deposit account	£13,938.09
• Legacies account	£4,611.29 (of which £4,500 is 'unwrapped' funds)
• <u>HCT Walpole fund</u>	£21,757.50 (all of which is 'unwrapped' funds)
• Total	£52,921.11 (of which £35,225.31 is 'unwrapped' funds)
5. LB reported that she is trying to establish who to pay our £500 contribution to insurance costs to.

Arrangements for 2022 Season

6. Trustees noted that the season is now underway, with several events having taken place successfully, though with small audiences. LB noted the range of different financial and ticketing arrangements in place and advised that some reduction in complexity would help us build the WOC 'brand'. **It was agreed** to review arrangements before next season.

CIO membership

7. Deferred till next meeting.

Conservation and Repair Works ('Unwrapped Project')

8. Trustees noted that the consultation event on 30th April had gone ahead successfully, with some very good comments received.
9. SW reported on a discussion with Chris Smith, Chair of HCT, with key outcomes as follows:
 - CT committed to sort out Kirstie Robbins' contract issue so that she can continue with commissioning the RIBA stage 4 works
 - HCT has now had an application for funding accepted by the Community Asset Fund. This will be determined at a meeting on 26th June. We should know the outcome for HCT in early July, but allocations to individual chapels (if any) will be worked out a bit later.

Discovery Project

10. SW reported that:
 - Oral history recordings are starting this week.
 - The Discovery Project is submitting a bid to Historic England for £10,000 to fund digital, print and creative arts outputs from the project

Next Meeting of The Board

11. The next meeting will be at **10.00 am on 20th July**, by zoom.
12. Agenda items to SW
13. Future meeting dates/times:
 - 17th August 10.00am

- 19th October 10.00am
- 16th November 10.00am
- 21st December 10.00am (if required)