

DRAFT DRAFT DRAFT KATHERINE MAUD GUILLOD FUND
MINUTES OF A MEETING OF THE KATHERINE MAUD GUILLOD FUND TRUSTEES HELD ON
FRIDAY 17th JANUARY 2020 IN THE EMPIRE HALL COMMITTEE ROOM AT 8.21 PM
IMMEDIATELY FOLLOWING THE GRAFFHAM PARISH COUNCIL MEETING WHICH COMMENCED AT
7PM.

PRESENT: Cllr. H Charman (Chairman), Cllr. C. Ainley, Cllr. S. Macqueen, and
Cllr. S. Mackie

IN ATTENDANCE: Ms. T Rowe, Clerk

Cllr. Howard Charman welcomed all those present.

1. **Apologies** had been received from Cllr. P. Churchward, Cllr. T. Richardson, Cllr. J. Uphill
CDClr. Alan Sutton and WSCClr. D. Bradford.
2. **Declarations of Interest and dispensation requests in respect of any items on the agenda**
There were none.
2. **Minutes of the previous meeting**
The Minutes of the meeting held on Friday 27th September 2019 had been circulated to all
present prior to this meeting and no comments had been forthcoming.
The minutes of the meeting held on Friday 27th September 2019 were proposed as correct
by Cllr. Mackie and were then **RESOLVED** as **APPROVED** and duly signed as a correct record
by the Chairman of this meeting, Cllr. H. Charman.
4. **Finance**
 - a) **To approve the bank reconciliation as at 11 December 2019 and to note the receipts and
payments schedule as at 11 December 2019.**
The Chairman, Cllr. Charman, took the lead on the item.
The bank reconciliation as at 11 December 2019, and supporting receipts and payment
schedule as at 11 December 2019, had been circulated prior to the meeting. It was
UNANIMOUSLY RESOLVED that the bank reconciliation was **APPROVED** and the receipts and
payments shown on the Receipts and Payments schedule were **RATIFIED**. Each document
was then signed as verified by Cllr. S. Mackie.
 - c) **To note the receipt of dividend on 29 November 2019**
The dividend received on 29.11.19 of £507.90 was noted.
 - c) **To note and approve payment to the Graffham Health Support Agency on 9 December
2019**
The payment of £253.96, cheque 236 made on 9 December 2019 was **UNANIMOUSLY
ratified**.
 - d) **To note and approve payment made to the Thursday Club on 9 December 2019**
The payment of £126.98, cheque 237, made on 9 December 2019 was **UNANIMOUSLY
RATIFIED**.
5. **To revise and update Bank signatories on the NatWest Katherine Maud Guillod Fund Bank
Accounts 60-14-22 76834921 Current Account and 60-14-22 76834948 Business Premium
Account**
The Clerk explained that she had been advised by NatWest Complaints team that it would be
necessary for all proposed new signatories to provide ID to be verified again as there had
been an issue with uploading all the pages to the Birmingham centre. The signatories were
advised to visit a local branch again so that all their documents could be verified and
scanned directly to Birmingham, plus copies of minutes of meetings were needed to be
submitted at branch again for scanning to Birmingham. The mandate was also required to
be sent again by the Clerk to Birmingham.
It was **UNANIMOUSLY RESOLVED** not to proceed any further with this issue and to continue
with the three signatories Cllrs. Charman, Uphill and Macqueen.

6. **Charity Commission 2019 Return**

The Clerk had circulated to all Trustees a draft copy of the Annual Return 2019 which had been checked by the Chairman, Cllr. Charman.

The Charity Commission 2019 Return was **UNANIMOUSLY RESOLVED** as **APPROVED** and the Clerk was authorised to submit the return. Action: Clerk

7. **To receive and consider any applications for funding from the KMGF Fund.**

None had been received.

There being no further business the meeting closed at 8.25 pm

These minutes are an accurate record of events.

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Cllr. Howard Charman.

Chairman

.....**DATE**