

DRAFT KATHERINE MAUD GUILLOD FUND

MINUTES OF A MEETING OF THE KATHERINE MAUD GUILLOD FUND (KMGF) TRUSTEES HELD ON FRIDAY 15th JANUARY 2021 VIA ZOOM VIDEO CONFERENCING, COMMENCING AT 7.47PM IMMEDIATELY FOLLOWING THE GRAFFHAM PARISH COUNCIL MEETING WHICH COMMENCED AT 7.00PM.

PRESENT: Cllr. H. Charman (Chairman), Cllr. S. Macqueen. Cllr. P. Churchward and Cllr. J. Uphill

IN ATTENDANCE: Ms. T Rowe, Clerk
Two Members of the Public

The Chairman of this meeting, Cllr. Howard Charman, welcomed all those present and explained the purpose of the Katherine Maud Guild Fund.

The Graffham Parish Councillors are all individually Trustees of The Katherine Maud Guillod Fund which is a charitable trust set up in 1925 for the benefit of the local area.

In accordance with the terms of the trust, the income is distributed each year as follows: 50% goes to the Graffham Health Support Association, 25% to the Thursday Club and 25% remains for distribution at the discretion of the Parish Council for charitable grants to persons or institutions connected with the village.

The trust documents state that the remaining 25% may be distributed by GPC as it may decide but, it is desired, that principally in mind should be the preservation and upkeep of footpaths within the Parish and the assistance of pupils of Graffham School who may obtain scholarships for study at other schools or colleges.

1. **Apologies** had been received from, Cllr. S. Mackie, CDCllr. Alan Sutton and WSCllr. D. Bradford.
2. **Declarations of Interest and dispensation requests in respect of any items on the agenda**
There were none.
3. **Minutes of the previous meeting**
The Minutes of the meeting held on 18 September 2020 had been circulated to all KMGF Trustees prior to this meeting and no comments had been forthcoming.
The minutes of the meeting held on 18th September 2020 were proposed as correct by Cllr. Charman, seconded by Cllr. Macqueen and were then **RESOLVED** as **APPROVED** and as As Cllr. H. Charman was unable to be in Graffham to sign the document due to the Covid Pandemic, the Vice Chairman, Cllr. John Uphill was duly authorised to sign the document as verified.
4. **Finance 2020-21**
 - a) **To approve the bank reconciliation as at 10 December 2020 and to note the receipts and payments schedule as at 10 December 2020**
The bank reconciliation as at 10th December 2020, and supporting receipts and payment schedule as at 10th December 2020, 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**. As Cllr. H. Charman was unable to be in Graffham to sign the documents due to the Covid Pandemic, the Vice Chairman, Cllr. John Uphill was duly authorised to sign each document as verified.

It was noted that there was a balance in the NatWest accounts of some £9,648 (as at 10 December 2020 bank reconciliation) as well as the amount invested in the COIF Charities Investment Fund of £60,374.08 as at audited year end accounts 31.03.20. Discussion ensued as to whether it might be possible to consider investing the sums currently in NatWest elsewhere to achieve a higher return. It was noted that it would be necessary to carefully consider the Trust Documents to see whether this was allowable.

b) To note the receipt of dividend on 30 November 2020

The dividend received on 30.11.20 of £529.08 was noted.

c) To note and approve payment to the Graffham Health Support Agency on 10 December 2020

The payment of £264.54, cheque 245, made on 10 December 2020 was **UNANIMOUSLY ratified.**

d) To note and approve payment made to the Thursday Club on 10 December 2020

The payment of £132.27, cheque 246, made on 10 December 2020 was **UNANIMOUSLY RATIFIED.**

5. To review and approve the draft Charity Commission submission and to authorise the Clerk to submit.

The Clerk had issued the draft Charity Commission Annual Return to all in advance of this meeting. This had been carefully checked by the Chairman of this meeting, Cllr. H. Charman Having confirmed that there were no queries, the proposed return was unanimously approved and the Clerk was authorised to submit the return.

6. 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 7.54 pm

These minutes are an accurate record of events.

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**Cllr. Howard Charman
Chairman**

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