

Public Document Pack

Date of meeting Tuesday, 25th October, 2016
Time 2.00 pm
Venue Committee Room 2, Civic Offices, Merial Street,
Newcastle-under-Lyme, Staffordshire, ST5 2AG
Contact

Newcastle-under-Lyme Almshouse Charity

AGENDA

PART 1 – OPEN AGENDA

1 APPOINTMENT OF TRUSTEES

To agree the appointment of the following Trustees for the period of four years:

Councillor Gill Williams
Councillor John Willaims
Councillor Joan Winfield

2 APPOINTMENT OF CHAIR

To appoint a Chair for the ensuing year.

3 Declarations of Interest

4 Minutes of previous meeting

(Pages 3 - 4)

5 DISCUSSION REGARDING IMPROVEMENT PROGRAMME

- Proposed project.
- Funding of project.
- Proposed timescales.
- Estimates.

6 Financial position

(Pages 5 - 6)

7 WEEKLY MAINTENANCE CONTRIBUTION

To agree the Weekly Maintenance Contribution for 2017/18.

8 Date for Christmas Site Visit

9 Any other Business

Members: Councillors G Williams and J Williams

PLEASE NOTE: The Council Chamber and Committee Room 1 are fitted with a loop system. In addition, there is a volume button on the base of the microphones. A portable loop system is available for all other rooms. Should you require this service, please contact Member Services during the afternoon prior to the meeting.

Members of the Council: If you identify any personal training/development requirements from any of the items included in this agenda or through issues raised during the meeting, please bring them to the attention of the Democratic Services Officer at the close of the meeting.

Meeting Quorums :- 16+= 5 Members; 10-15=4 Members; 5-9=3 Members; 5 or less = 2 Members.

FIELD_TITLE

Officers will be in attendance prior to the meeting for informal discussions on agenda items.

NEWCASTLE-UNDER-LYME ALMSHOUSE CHARITY

Thursday, 19th November, 2015

Present:-

Councillors Mrs Williams, Williams and Mrs Winfield

Co-optees Mrs Butler and Butler.

1. APPOINTMENT OF CHAIR

Nominations were requested for the appointment of a Chair for the ensuing year.

Councillor Mrs Gill Williams was proposed and seconded. There were no other nominations.

Councillor Mrs Gill Williams in the Chair

2. DECLARATIONS OF INTEREST

There were no declarations of interest stated.

3. MINUTES OF A PREVIOUS MEETING

Resolved: That the minutes of the meeting held on 8 December, 2014 be agreed as a correct record.

4. REPORT OF THE CLERK

The Trustees were advised of the new resident at number 19.

The site visit had been postponed from July as a mark of respect for the previous resident of number 19. It would now be held on 9 December at 2.30pm and would be hosted by the newest resident.

There were still two vacancies for Trustees on the Newcastle Almshouses Charity. To names were put forward – Mr A Rushton and County Councillor M Olszewski. They would be contacted to ask if they were interested.

The Council's Assistant Admin and Performance Officer advised the Trustees that redecoration had been carried out at number 19. In addition, legionella testing would be carried out at the properties in the near future. The ladies would be contacted for their availability.

Councillor John Williams asked if it was possible, now that the gas fires had been replaced with electric ones, to have extractor fans in each of the properties.

It was possible but they would need to be wall mounted ones.

Newcastle-under-Lyme Almshouse Charity - 19/11/15

Councillor Williams also asked if the latch to the gate which served the bottom three bungalows could be repaired.

The new resident at number 19 had said that she would like to upgrade her bathroom at her own cost. She had been advised to contact the Trustees when she has obtained quotes.

A remark had also been made about the condition of the fascia boarding. This would be looked at during the forthcoming site visit.

- Resolved:
- (i) That the information be received and the comments noted
 - (ii) That letters be sent to the two people who have been nominated to serve as Trustees.

5. REPORT OF THE TREASURER

Consideration was given to the Financial Report of the Almshouse Charity

The Trustees were advised that funding was available and that any possible projects could be considered.

The Trustees had previously mentioned extractor fans to the properties. In addition, two planters would be sourced and placed at the rear of the bungalows for communal use.

The Trustees discussed the annual increase of the Weekly Maintenance Contribution and agreed that it should be raised by £1 to £59.50 per week from 1 April, 2016

Resolved: That the information be received and the comments noted

COUNCILLOR GILL WILLIAMS
Chair

The Almshouses Trust of Newcastle-under-Lyme
Income and Expenditure Account for the Period Ended 31st March 2016

| <u>Expenditure</u> | <u>2014/15</u> | <u>2015/16</u> | <u>Income</u> | <u>2014/15</u> | <u>2015/16</u> |
|---------------------------------------|-----------------|-----------------|-----------------------------------|-----------------|-----------------|
| <u>Running Expenses</u> | | | | | |
| Insurance | £ 140 | £ 117 | Rent | £ 14,820 | £ 14,508 |
| Maintenance of Buildings and Grounds | £ 4,869 | £ 2,515 | Investment Interest | £ 271 | £ 277 |
| Water | £ 245 | £ 735 | Contributions | £ 1,000 | £ - |
| TV Aerial Licence Fee/Digital Aerials | £ 299 | £ 136 | | | |
| Electricity | £ - | £ 135 | | | |
| Contributions to External Bodies | £ 449 | £ 124 | | | |
| <u>Gifts</u> | | | | | |
| Birthday, Christmas and Other | £ 231 | £ 156 | | | |
| Excess of Income Over Expenditure | £ 9,859 | £ 10,867 | Excess of Expenditure Over Income | £ - | £ - |
| | <u>£ 16,091</u> | <u>£ 14,785</u> | | <u>£ 16,091</u> | <u>£ 14,785</u> |

**The Almshouses Trust of Newcastle-under-Lyme
Balance Sheet as at 31st March 2016**

| | 2014/15 | | 2015/16 |
|---|-------------------------|------------------------------|-------------------------|
| Current Assets | | | |
| Investment Shares | £ 15,615 | <i>(132.37 at £117.9631)</i> | £ 15,732 |
| Income Shares | £ 6,327 | <i>(7924.038 at £0.7985)</i> | £ 5,948 |
| Newcastle-under-Lyme Borough Council (Cash in Hand) | £ 25,134 | | £ 36,001 |
| | £ 47,076 | | £ 57,681 |
| Current Liabilities | | | |
| Newcastle-under-Lyme Borough Council (Overdrawn) | £ - | | £ - |
| | £ - | | £ - |
| Non Current Assets | | | |
| Land and Buildings | £ 336,054 | | £ 336,054 |
| | £ 336,054 | | £ 336,054 |
| Net Assets | <u>£ 383,130</u> | | <u>£ 393,735</u> |
| Represented By | | | |
| Accumulated Fund Brought Forward | £ 357,391 | | £ 367,515 |
| Revaluation of Land and Buildings | £ - | | £ - |
| Less Shares Decrease in Value (Income Shares) | £ - | | £ 380 |
| Plus Shares Increase in Value (Income Shares) | £ 265 | | £ - |
| Extraordinary Repair Fund (Investment Shares) | £ 15,615 | | £ 15,732 |
| Less Excess Expenditure over Income | £ - | | £ - |
| Plus Excess Income over Expenditure | £ 9,859 | | £ 10,867 |
| | <u>£ 383,130</u> | | <u>£ 393,735</u> |