

**NEWCASTLE-UNDER-LYME ALMSHOUSE CHARITY**

Tuesday, 28th November, 2017  
Time of Commencement: 2.30 pm

**Present:-** – in the Chair

Councillors Butler, Butler, Rushton, G Williams and J Williams

Officers Geoff Durham - Member Training and Development Officer  
and Jayne Lettst

Apologies Councillor(s)

**1. APPOINTMENT OF CHAIR**

**Resolved:** That Councillor Gill Williams be appointed as Chair for the ensuing year.

*Councillor 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 25 October, 2016 be agreed as a correct record.

**4. UPDATE ON REPAIRS AND MAINTENANCE FOR 2016-17**

The Chair updated the Trustees on improvement works that had been carried out at the almshouses during the past year.

All but one of the bungalows had now had the bathroom converted to a wet room. It was envisaged that the final one would be done next summer.

Previous discussions with tenants had revealed that the ladies would like two planters in the area to the rear of the bungalows. However, the ladies changed their minds and so it was decided to put in new internal doors into all of the properties.

The Trustees went on to discuss the age of the boilers within the properties and suggested that this could possibly be the next project

**5. REPORT OF THE TREASURER**

The Trustees considered the Treasurer's report and raised a couple of questions.

The Maintenance of Buildings and Grounds costs had doubled from 2015/16 to 2016/17, why?

Also, the water amount had almost trebled and the Trustees wanted to know the reason for this.

The clerk would ask the questions after the meeting and inform the Trustees of the reasons.

**Resolved:** That the accounts be received.

**6. WEEKLY MAINTENANCE CONTRIBUTION**

The Trustees discussed the annual increase of the weekly Maintenance contribution and agreed that it be raised by £1.50 to £62.50 per week.

**Resolved:** That, from 1 April, 2018 the Weekly Maintenance contribution be increased to £62.50 per week.

**7. ANNUAL SITE VISIT**

It was agreed that this be arranged in January, 2018.

**Chair**

Meeting concluded at 3.05 pm