

Public Document Pack

Date of meeting Wednesday, 28th November, 2018
Time 2.30 pm
Venue Garden Room - Castle House
Contact Geoff Durham (74)2222



**NEWCASTLE
UNDER LYME**
BOROUGH COUNCIL

Castle House
Barracks Road
Newcastle-under-Lyme
Staffordshire
ST5 1BL

Newcastle-under-Lyme Almshouse Charity

AGENDA

PART 1 – OPEN AGENDA

- 1 APPOINTMENT OF CHAIR**
To appoint a Chair for the year 2018/19.
- 2 APPOINTMENT OF TRUSTEE**
To agree the appointment of the following Trustee for the period of five years:

Mrs Sylvia Butler
- 3 APOLOGIES**
- 4 DECLARATIONS OF INTEREST**
To receive Declarations of Interest on items contained within this agenda.
- 5 MINUTES OF A PREVIOUS MEETING** **(Pages 3 - 4)**
To agree as a correct record, the minutes of the meeting held on 28 November, 2017.
- 6 REPORT OF THE CHAIR**
To receive a verbal update form the Chair.
- 7 Report of the Treasurer** **(Pages 5 - 8)**
- 8 DISCUSSION ON FUTURE PROJECTS**
- 9 WEEKLY MAINTENANCE CONTRIBUTION**

To discuss any possible increase in the Weekly Maintenance Contribution for 2019-20.

10 ANNUAL SITE VISIT

11 ANY OTHER BUSINESS

Members: Councillors M. Olszewski, G Williams and J Williams

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.

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

NOTE: THERE ARE NO FIRE DRILLS PLANNED FOR THIS EVENING SO IF THE FIRE ALARM DOES SOUND, PLEASE LEAVE THE BUILDING IMMEDIATELY THROUGH THE FIRE EXIT DOORS.

ON EXITING THE BUILDING, PLEASE ASSEMBLE AT THE FRONT OF THE BUILDING BY THE STATUE OF QUEEN VICTORIA. DO NOT RE-ENTER THE BUILDING UNTIL ADVISED TO DO SO.

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

Income and Expenditure Account for the Period Ended 31st March 2016

<u>Expenditure</u>	<u>2016/17</u>	<u>2017/18</u>	<u>Income</u>	<u>2016/17</u>	<u>2017/18</u>
<u>Running Expenses</u>					
Insurance	£ 97	£ 89	Rent	£ 15,470	£ 15,860
Maintenance of Buildings and Grounds	£ 5,202	£ 20,684	Investment Interest	£ 275	£ 269
Water	£ 2,008	£ -	Contributions	£ -	
TV Aerial Licence Fee/Digital Aerials	£ 161	£ 155			
Electricity	£ 104	£ 107			
Contributions to External Bodies	£ 127	£ 130			
<u>Gifts</u>					
Birthday, Christmas and Other	£ 140	£ 90			
Excess of Income Over Expenditure	£ 7,907	£ -	Excess of Expenditure Over Income	£ -	£ 5,125
	<u>£ 15,745</u>	<u>£ 21,255</u>		<u>£ 15,745</u>	<u>£ 21,255</u>

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

	2016/17	2017/18
Current Assets		
Investment Shares	£ 18,663 <i>(132.37 at £140.9947)</i>	£ 19,733 <i>(132.37 at £149.0782)</i>
Income Shares	£ 6,754 <i>(7924.038 at £0.8523)</i>	£ 6,574 <i>(7924.038 at £0.8296)</i>
Newcastle-under-Lyme Borough Council (Cash in Hand)	£ 43,908	£ 38,782
	£ 69,325	£ 65,090
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>£ 405,379</u>	<u>£ 401,144</u>
Represented By		
Accumulated Fund Brought Forward	£ 378,003	£ 386,715
Revaluation of Land and Buildings	£ -	£ -
Less Shares Decrease in Value (Income Shares)	£ -	£ 180
Plus Shares Increase in Value (Income Shares)	£ 806	£ -
Extraordinary Repair Fund (Investment Shares)	£ 18,663	£ 19,733
Less Excess Expenditure over Income	£ -	£ 5,125
Plus Excess Income over Expenditure	£ 7,907	£ -
	<u>£ 405,379</u>	<u>£ 401,144</u>

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