

Bexhill Heritage Trustees. Draft Minutes for the meeting held on Tuesday 4th December 2018

In attendance: Raymond Konyn, Steve Johnson, Emily Leach, Alexis Markwick

1. Apologies

None received

2. Matters arising from the meeting of 2nd October.

It was agreed that the trustees should ensure that the charity should aim to be an 'outward facing' organisation to further develop its increasing 'visibility' and potential influence.

3. Membership – renewals, recruitment and engagement

AM reported that the 'recurring payments' system was working and that members were being reminded when membership renewal was due. It was agreed that, in addition, RK would send a reminder letter. It was too early to gauge the proportion of members who were renewing. AM would report further at the end of January. It was noted that Nick Perry had renewed but had free membership – SJ would write and send cheque.

The trustees were satisfied with the strategies being adopted to encourage member engagement.

4. Evaluation of progress against charitable objects

The trustees were very satisfied with progress being made on 'planning' and on 'conservation projects', especially given the small number of active members. It was agreed that the charity should further consider the conservation and enhancement of public open spaces. RK stressed the importance of registering such spaces using the opportunity provided by the Localism Act, 2011. It was agreed to include this matter on the next committee agenda.

It was agreed that the autumn school competition had been successful and marked an important step towards the fulfilment of the charity's 'community' object. SJ reported that he had made little progress on finding sponsorship for the Civic Pride award but would write to Maria Hudd at the Bexhill Observer asking the paper to promote the award. It was agreed that, in the absence of sponsorship, the Award should be funded by the charity in 2019.

5. Identification of onward strategy and priorities including projects and events

Trustees shared information on the progress of special projects as follows: East Parade Shelters, the West Parade Clocktower, the De La Warr Road Bus Shelter, the Max Faulkner plaque and the Pages Gap lift. The trustees were confident that members of the committee had all these projects 'in hand' and that delays, where they existed, were out of the committee's hands.

Trustees agreed that it would be useful to participate in the *Bexhill 100* events planned for the promenade through the spring and summer of 2019.

It was agreed that AM should investigate the purchase of a projector for use in presentations.

6. Review of and extension partnerships and links – including with Rother District Council

Trustees expressed disappointment that it was proving difficult to arrange a further meeting with RDC's Conservation Officer but RK would persist.

Trustees expressed disappointment that RDC's latest grant application for funds to restore the East Parade Shelters had been unsuccessful. An application was being considered for a 'small grant' application. SJ offered to support to educational aspect of any such application by RDC.

7. Future income and registration with the Charity Commission

SJ reported on the charity's financial position which was healthy. Total income for the financial year 2018/19 would be marginally less than £5,000, including the very welcome grant of £2,000 from *Bexhill 100* but excluding donations for the West Station Clock which had been held separately from the charity's main account. Expenditure was anticipated to be around £2000 largely as a result of the charity purchasing equipment such as tables, a gazebo, banners, printer inks and other similar resources. SJ reported that expenditure on such items would be reduced in subsequent years once the charity had established itself.

Given the information above, trustees decided not to apply for registration with the Charity Commission in 2019 but to keep the matter under review.

8. Developing committee membership

EL resolved to step down as a trustee at the AGM in April but she would continue her contribution to the development of the Local List and would offer advice on major funding applications.

This would result in there being two trustee vacancies to fill at the AGM as SJ had been elected to serve a one-year term.

SJ would produce a trustee nomination form in time for the AGM. This would be placed on the charity's website and Facebook page, and circulated to members.

RK would announce vacancies at Members' Meetings.

9. AOB

It was agreed that the Bexhill section of Rother's Public Realm Strategic Framework document be added to the charity's website.

Date of next meeting:

Tuesday 5th March 9.30am – 11.30am, 37 Woodville Road