

BEXHILL HERITAGE TRUSTEES
Minutes of meeting
WEDNESDAY 20 NOVEMBER 2019

1. IN ATTENDANCE

All trustees attended. (Raymond Konyyn, Steve Johnson, Simon Allen, Alexis Markwick)

2. Review of charitable objects and constitution prior to Charity Commission registration

It was agreed that Steve Johnson would update the constitution to achieve congruence with the latest Charity Commission requirements. The charity's objects should remain unchanged as should all other aspects of the constitution unless change was necessary for Charity Commission purposes. A revised constitution would be submitted to members for their approval at the 2020 AGM.

It was agreed that any offer of 'lifetime membership' or 'young person's membership' would require amendments to the constitution and that these should be approved by the AGM.

3. Strategic priorities

It was agreed that trustees and committee members should concentrate on important issues congruent with the charity's objects and should avoid distractions. In this context, it was further agreed that:

- A shop manager should be found before we re-open the shop so that tasks can be appropriately delegated away from the committee.
- Quiz nights should be held once a year only.
- Members' meetings should be used as a vehicle for special events rather than such events being held separately and additionally.
- The Clock Tower project should be put 'on hold' until Shelter 3 and Shelter 1 are completed. (Shelter 1 should be the charity's focus for 2020.)
- Fundraising should be a priority for 2020 so that contractors can be commissioned to complete specific work on behalf of the charity.
- Membership applications will be processed weekly rather than daily.
- Committee members will 'blind copy' emails to alert others that they have picked up an issue and dealt with it thus avoiding duplication and confusion.

4. Banking issues to include electronic banking and account signatories

It was resolved that the Authorised Signatories in the current mandate, for the Charity's NatWest current account be changed as follows: Simon Allen will replace Emily Leach as a cheque signatory, and the current mandate will continue as amended. This will mean that any two trustees from Raymond Konyyn, Steve Johnson and Simon Allen will have authority to sign cheques.

It was further resolved that Steve Johnson would apply to NatWest for an electronic banking facility. Should this be successful, Alexis Markwick would be the second person authorised to approve electronic transfers made by Steve Johnson.

5. Meeting dates, venues and events

Dates and venues were discussed and agreed. Raymond Konyn would make bookings for Traffors and Steve Johnson would make bookings for the Friends Meeting Hall and Saint Barnabas Church.

It was further agreed to publish a calendar of events for 2020 on the website and in hard copy. Hard copies would be inserted into membership leaflets and given to members. It was agreed to print 1000 new membership leaflets.

6. AOB

Alexis Markwick gave news of a new interpretation board to celebrate 90 years of the Polegrove Grandstand. This would be made and erected at no cost to the charity. It was agreed that the charity's logo should be included on the board.