

**Campaign to Protect Rural England
Rutland Branch
Meeting of Charity Trustees
Held at 2.00pm on Tuesday 7th September 2021
At the Falcon Hotel Uppingham**

MINUTES

Present: Ron Simpson (Chair)(RS), Judy Geer (Treasurer)(JG), Geoff Clyde (Admin)(GC), Carolyn Cartwright (CC), John Williams (JW).

1. Chair's Welcome and Introductions

RS welcomed all 5 Trustees, confirmed that this constituted a quorum, although he hoped to increase the number of Trustees for the future. This meeting would now take the place of the Full Committee and would meet every 3 months with the Executive Committee remaining a monthly meeting. Those members who undertook specific tasks on behalf of the Charity and were not Trustees would be invited to the relevant Committee when appropriate.

2. Apologies for Absence

Apologies were received from our Vice-President Patsy Clifton.

3. Declarations of Interest

RS declared an interest in the proposal to approve a new contract for the website as he had previous contact with Mark Shaw of ClockedIn. He indicated that he would not vote after the discussion.

4. Minutes of the Previous Meeting

The minutes of the previous meeting of the Full Committee held on 24 May were approved.

5. Matters Arising

There were no matters arising.

6. To affirm Executive Appointments made at the AGM

At the AGM held on 24 July 2021 the following Executive appointments were approved:
Chair – Ron Simpson, Treasurer – Judy Geer, Admin Officer – Geoff Clyde.

7. Executive Reports

a. Chair: RS reported that he had attended a recent meeting of County Branches involved in National CPRE led governance review. There was quite a debate with a lot of ill-feeling and some smaller Branches felt that they were exposed. RS also attended the launch of the Hedge Fund which gained a good profile with the attendance of MPs. He was able to chat with the National CPRE Chair and CEO with a view to a more collaborative future.

RS had attended the Rutland Council Meeting and delivered a deputation on behalf of CPRE Rutland. As the Local Plan has been withdrawn, he has written to the CEO, expressing support and looking forward to working with RCC in the production of a new plan. The next step will be to write to members to update them on developments and the initiatives ahead.

b. Finance: JG reported that the Charity had £11618.30 in the bank. Income from the Rutland Round had been £602 this year and we received a one-off payment from gift-aid. HSBC had designated our account as a Charitable Bank Account and would make a monthly charge of £5 with a charge for cheques/cash paid in.

c. Admin: GC reported that the AGM went well, even though the National Chair, as guest of honour, was unable to attend due to traffic problems. Overall attendance was disappointing, down on last year. All members should have received the Annual Report.

8. Charity Commission Governance Code for Smaller Charities

All Trustees were requested to note the standards and guidelines contained within the code. (Copy attached).

9. Schedule of Trustee Service – End dates and Forward Plan

RS acknowledged that former Chair MT had served the maximum permitted of 9 years and that JW had served far in excess of 9 years. RS agreed to send appropriate letters of thanks for their service as Trustees. JW stated that he was not getting any younger, but would hang on if required until a replacement was found. RS confirmed that he was in the process of contacting other candidates to become Trustees and thanked JW for attending this meeting to ensure a quorum. Although he was required to stand down as a Trustee, the Charity would be very pleased to have him continue his volunteering in another capacity, e.g. links to the Ramblers and Rutland Access Forum.

10. Governance Policies

It was agreed that the system of 2 cheque counter-signatories should remain but would require a change with the departure of MT as Chair. It was also agreed that an upper spending limit for the Executive Committee be set at £2000 before reference to the Trustees.

11. New Contract for the CPRE Website

RS stated that he had been unhappy with the website for some time, in terms of its clarity and interaction. He had been working with Mark Shaw from ClockedIn, who had submitted a quote. To improve the website to our specification would cost £900 with an annual maintenance charge of £288 (£24 per month). The modifications would be ready in a month or so. It was agreed to accept this quotation.

12. Viability Study to create the Rutland Round as a smart phone app

While sales of the Rutland Round continue to generate income for the Charity, its attraction would be enhanced, particularly by younger people, if it could be converted to a smart phone app. It was agreed that RS and JW would investigate this and report to the Executive Committee.

13. Appointment of CPRE Lead Officers

RS stated that in his discussions with members, he would be encouraging individuals to consider taking the lead on certain subjects. MT had accepted an invitation to act as Research Officer as required. AM has agreed to continue as the lead on membership, and CC as lead on planning application responses. Other areas could be Farming Liaison, Biodiversity Lead, and other areas that members may suggest. While some areas would require certain experience, RS was committed to encourage wider and younger membership for the Charity in the future.

14. The 2021 Christmas Quiz

That time of the year was approaching, and it was important to prepare for this fund raiser. GC reported that a meeting had been arranged with the quizmaster, Philip Riley. The agreed quiz would be available on the website with hard copies distributed to an agreed list. Details of costings and prizes would be agreed by the Executive Committee.

15. Any Other Business

JW stated that he wished to remain as part of the Access Forum. This was agreed. The Rutland Round had received some good publicity recently, but more badges were required. RS requested details and would look into it. RS added that he had received details of the possible restoration of Oakham Canal and suggested that it may be appropriate for an evening walk for members.

16. Dates of next meetings

The next meeting of the Executive Committee would take place at 3pm. on Wednesday 17th November at the residence of JG. The next meeting of the Charity Trustees would take place at 3pm. on Tuesday 7th December at the Falcon Hotel in Uppingham.