

MINUTES
DRAFT

DISS SURVEYORS' ALLOTMENT CHARITY

Minutes of the meeting of the Trustees of the Diss Surveyors Allotment Charity held in the Council Chamber at Diss Corn Hall on **Wednesday 15th June 2022 at 7pm.**

Present: M. Gingell
D. Collins
A. Kitchen
K. Murphy
S. Olander
J. Robertson
E. Taylor (Chair)
S. Warren
J. Welch
J. Wooddissee

In attendance: S. French (Acting Clerk to the Trustees)
A. Jamieson (Responsible Finance Officer)

1. Apologies for Absence

There were apologies received from S. Richards, Town Clerk.

2. Minutes

Members approved the minutes of the meeting of the Diss Surveyor's Allotment Charity held on Wednesday 16th June 2021.

3. End of Year Accounts

Trustees received the 2021/22 end of year accounts of the Diss Surveyors Allotment Charity. It was

RESOLVED: to approve the 2021/22 end of year accounts of the Diss Surveyors Allotment Charity for submission to the Charity Commission.

(Action: RFO; immediately)

4. Policy for Allocation of Funds

Trustees reviewed the Charity's policy on allocation of funding. There were no amendments, and it was

RESOLVED: to approve the Diss Surveyors Allotment Charity's policy on allocation of funding.

19:07 hours Trustee Olander entered meeting.

6. Release of Funds

Trustees considered a request for funding support from Park Radio. There was discussion regarding the request and for what the funding would be used. Trustees felt that there was inadequate information sent to Trustees for them to make an informed decision on the proposals for use of the money, trustees would like to see more information including financial information when funding is requested. It was

RESOLVED: not to support the funding request from Park Radio as their request has inadequate information for the Trustees of the Charity to make an informed decision.

(Action: Clerk to go back with decision of Council; immediately).

7. Progress Report

Members noted progress on actions since the last meeting. The Trustees noted that the Town Clerk is waiting on a new application form for DSAC to be produced by the Grants panel.

(Action: Grants Panel to create a form for DSAC; immediately)

8. Date of Next Meeting

Members noted the annual meeting of the Diss Surveyors Allotment Charity has not yet been scheduled for 2023 and further meetings of the Charity will be called as required.

Meeting closed: 19:10 hours.

Chairman of the Trustees