

**DUE TO THE CURRENT GOVERNMENT RESTRICTIONS IN PLACE FOR THE CORONAVIRUS EMERGENCY, HORSPATH STONE PIT CHARITY HAS CANCELLED THE JUNE MEETING, WHICH WILL BE HELD REMOTELY.**

**Horspath Stone Pit Charity**  
**Minutes of Trustees' Meeting – Tuesday 29<sup>th</sup> June 2021 at 8pm via Zoom**

**Present:** Mr D Burgess, Mr P Dobson, (Chairman), Mr J Dobson, Mrs J Dobson, Mr P Ewart, Mrs J Horne, Mrs B Oakley, Mr M Timbs, Mrs L Yendole, Mr T Bearder, Mrs H Kogel (Clerk).

**Apologies:** Mrs E Gillespie, Mr B Lowe.

**Absent:** Mrs Hofen

**Public:** 3

**1. APOLOGIES FOR ABSENCE.**

Apologies for absence were made on behalf of Mrs Gillespie and Mr Lowe. Mrs Hofen was absent from the meeting.

**2. DECLARATION OF INTEREST. – None.**

**3. MINUTES FOR APPROVAL.**

The Minutes of the Trustees Meeting held on 23<sup>rd</sup> March 2021, were agreed and signed as correct by the Chairman.

The Minutes of the Trustees Workshop held on 8<sup>th</sup> June 2021, were agreed and signed as correct by the Chairman.

**4. MATTERS ARISING. – None.**

**5. LEGAL ADVICE – LOAN TO THE HUB – Update.**

Mr Peter Dobson reported that no update is available. Mrs Frankum has not heard anything from her solicitor. The Clerk will chase Blake Morgan for an update.

**6. NEW HSPC WEBSITE - Update.**

Mr Burgess circulated the link to the new website to all Councillors today. The website is almost ready to go live, we are just waiting for the Minutes and Agenda's section to be added along with the 10 Year Plan that needs to be edited. Mr Peter Dobson stated that we also need a "FAQ" section to be added. Mr Burgess stated that the new webmaster for the village website has agreed to archive all of the HPC information.

Mrs Oakley asked if the grant application forms are the same forms used before. Mr Burgess stated that there will be new online grant application forms on the new website. Mrs Oakley suggested that a notice is displayed on the village noticeboard with information about grants for people that do not have access to a computer. Mr James Dobson stated that the new website looks very good and is exactly what HSPC needs. Mr James Dobson suggested that Trustees along with the sub-committee have a read through and check the details on the website before it goes live. Mr James Dobson stated that he would like to see a "Reporting" section on the website so that we can report how and where HSPC has been spent.

Mr Peter Dobson asked if Mrs Palmer is still the webmaster for the village website. Mr Burgess stated that the new webmaster has contracted a company to work on a new village website which will include the Hub, and they will be applying for a HSPC grant to cover the cost of the new website. Mr Burgess will be meeting with the new webmaster later this week.

**7. APPROVAL OF ACCOUNTS 2020/21.**

A copy of the accounts for 2020/21 was circulated to all Trustees. Trustees voted unanimously to approve the accounts. The Clerk will send the accounts on to the accountant Mr Kelvin Barnes.

Horspath Stone Pit Charity – Minutes of the meeting held on Tuesday 29<sup>th</sup> June 2021

## 8. REVIEW OF HSPC GOVERNING SCHEME.

Mr Burgess stated that in the last discussions that took place with our Solicitor, Mrs Tessa Hennessy, we were informed that HSPC could not purchase property under the current governing scheme. Mr James Dobson stated that it would depend why HSPC was purchasing a freehold property, if it is for investment, it would be acceptable, but not if it is not for investment. It was agreed that the Clerk will contact Mrs Hennessy to verify the situation. Mr Burgess stated that this would be a major decision and would take a long time to go through the process with the Charity Commission.

## 9. CORRESPONDENCE.

- a. Horspath Primary School. – Yenworthy trip. – **Trustees agreed to a grant of £100.00 for each pupil attending the Yenworthy trip. Horspath School has informed all of the pupils. Mrs Oakley will pass the details of all pupils on to the Clerk. Mr Peter Dobson stated that Mrs Oakley is the representative for the School and would like her to continue in this position.**
- b. Harriet Johns. – Thank you email and receipt. – **Noted.**
- c. Frances Goodliffe. – Thank you email. – **Noted.**
- d. Mr Patel, Horspath Village Shop – Grant enquiry. – **The Clerk will notify Mr Patel that the rules of HSPC is that grants are available for village organisations and individuals, but not for businesses.**
- e. Horspath Parochial Charity. – Thank you email. – **Noted.**

## 10. PAYMENTS.

Chq No	Paid To	Details	Total £
BACS	Mrs Tessa Hennessy	Legal Advice	133.33
100228	Mrs Hayley Kogel	Salary Apr/May/June 2021	162.90
		4.50 Additional hours from April – June 2021, including work required for 1 additional meeting.	73.30
		0.75 Additional hours for Admin required for Hardship Fund.	12.21
BACS	BHIB	Trustee Indemnity Insurance Renewal	381.91
BACS	Asda Gift Cards	Mrs H Palmer (To be repaid by HPC)	50.00
		<b>TOTAL</b>	<b>813.65</b>

## 11. RECEIPTS.

Date	Received from	Details	Total £
29.3.21	Stagecoach	Quarterly Rent	25,000.00
30.4.21	HPC	Payment for Asda gift card	50.00
		<b>TOTAL</b>	<b>25,050.00</b>

**\*\*£62,500 due from Stagecoach in June 2021\*\*.**

**Bank Balance as of 22.6.21 - £300,798.42.**

### **HARDSHIP FUND GRANTS ISSUED.**

April 2021 - £605.00

May 2021 – Nil

June 2021 – Nil

## 12. AOB.

Mr Hamlet asked if it was possible to obtain a cost for installing street lighting from the Marathons into Horspath village. Mr Peter Dobson stated that this is a matter for Horspath Parish Council.

Horspath Stone Pit Charity – Minutes of the meeting held on Tuesday 29<sup>th</sup> June 2021

Mrs Riley stated that people in the village want to know how HSPC money is spent as it is not advertised at all. Mr Peter Dobson stated that HSPC has to protect people's identity. Mr James Dobson stated that reports could be advertised on the website on what the money has been spent on, but it would be inappropriate to report on who has received a grant. Mrs Riley stated that people want to know what organisations receive grants. Mr Peter Dobson stated that this will be looked at in the future.

**\*\*\*The meeting was closed to the public for grant applications to be considered\*\*\***

### **13. APPLICATIONS FOR FUNDING**

Trustees considered 1 Organisation and 4 individual grant applications.

#### **Individual Applications**

Two of the individual applications were successful and two were unsuccessful as they did not meet the criteria.

#### **Organisation Applications**

1 of the organisation grant applications was successful.

**A total of £650.00 was awarded.**

Following discussions about the grants for Horspath school pupils attending the residential Yenworthy trip, Trustees agreed that the grant available for the trip will remain at £100.00 per pupil. Mr James Dobson and Mrs Jessie Dobson will look at various criteria to be covered in the Hardship Fund.

Mr Peter Dobson informed Trustees that he has received an email from the Head Teacher of Horspath Primary School stating that the grant received last year to fund an extra teacher was well received and she is enquiring into the possibility of additional funding for an extra teacher. Mr Peter Dobson stated that the Government has advised that there will be additional funding available for schools.

Mrs Horne stated that Horspath School did receive Government funding even though the children were not at school, as did Horspath Nursery. Mrs Oakley stated that the teacher that was funded from HSPC last year doesn't finish until the end of term in July, so the 8 week lockdown has paid for this. Mr Timbs stated that HSPC funded the additional teacher last year which was a one year contract, and if an additional grant is required, Horspath School should submit a grant application form like other village organisations. Mr Peter Dobson stated that HSPC agreed that we wouldn't pay for anything that should be funded by OCC, and as an additional teacher was not funded by OCC, HSPC awarded a grant to cover this cost. Mr James Dobson stated that Horspath School were also notified that it was a one off grant due to Covid. It was agreed that Mr Peter Dobson will inform the Head Teacher that there will not be another grant to cover the cost of an additional teacher.

### **14. 10 MINUTE PRESENTATION ON THE PROVISION OF SWIMMING LESSONS. – Mrs Jessie Dobson.**

Mrs Dobson stated that swimming lessons are a massive life skill for children and logistically it would be complicated to give too many options to offer swimming lessons to the children of Horspath, so it would be better for Trustees to decide on a provider such as, Fusion, GLL, Radley College or Iffley Road to provide the lessons for us. This would give the opportunity to families in the village to book their children in for swimming lessons, and it would be a gesture to make a difference from HSPC.

Mrs Oakley asked why there is a need to make everyone go to the same swimming pool for lessons. Some people would prefer not to go to some of the pools listed above, and some pools have a waiting list for swimming lessons. Mrs Oakley stated that it is very difficult to get through Horspath Stone Pit Charity – Minutes of the meeting held on Tuesday 29<sup>th</sup> June 2021

the Blackbirds Leys Leisure Centre on the telephone. It has always been that families apply for a grant and then choose their preferred location for the swimming lessons. Mrs Dobson stated that her daughter attended swimming lessons at Blackbird Leys Leisure Centre, but we will choose a provider who can help us. Mrs Dobson asked logistically how we will manage individual applications. Mrs Oakley stated that grants for swimming lessons has always been done by awarding individual grants. Mrs Dobson stated that when a provider is chosen, we can look at the numerous options available to offer.

Mr Timbs stated that the logistics in offering swimming lessons to all children in the village is too difficult, so we shouldn't do it. Instead we should spend money improving infrastructure in the village and invest in another way forward.

Mr James Dobson stated that individual grants are challenging for us, and we should be working with organisations who will spend the money well for us as suggested by Mrs Dobson, choose a provider and pay for them to offer swimming lessons for children. Mrs Dobson stated that there are lots of options available, and it is a link to future work with children in the village. Mrs Dobson stated that there are various professionals on board to do the work and they will put forward a proposal to include options for different locations. Mr James Dobson stated that we will need an objective criteria for evaluating them, for which he is happy to assist. Mrs Dobson stated that there is a huge amount of children who cannot swim, so it is really important for this to be done. Mrs Oakley stated that the biggest difference with swimming is the ability to determine the child age and ability.

Mr Peter Dobson stated that HSPC has committed to support swimming lessons for children in the village. It was agreed that Mr James Dobson and Mrs Dobson will work on proposals and will circulate them to all Trustees.

Mr Timbs circulated an email earlier today to all Trustees with regards to future grants from HSPC.

Mr Timbs stated that he is not in favour of individual grants but he does support organisation grants which should not be limited for projects, and he believes that supporting infrastructure upgrades that will benefit the whole village is a much better way of distributing funds. Mr Timbs suggested the following grants awards should be agreed in principle, before liaising with the organisations:-

1. School all-weather pitch - £45,000
2. Benches on the green & general beautification - £5,000
3. New nursery building - £100,000
4. Community garden @ the Hub - £10,000
5. The hall extended car park renovation - £25,000

Mr James Dobson stated that Mr Timbs has a valid point and this has been touched on at a recent HSPC Workshop. Mr James Dobson stated that organisation grants are straight forward but at the moment they are capped, therefore a third route for grants that are infrastructure orientated is required. Mr James Dobson stated that Trustees need to think about an objective criteria and how much of HSPC funds do we want to allocate to this and would match funding be a requirement.

Mr Peter Dobson stated that if HSPC is awarding £185,000.00 in grants for projects, do we have the expertise to manage the projects. Mr James Dobson stated that we would have an objective criteria and part of that would be an assessment of the organisation who will be an asset owner, and assessing their ability to manage projects, along with a time frame for the project. This may include HSPC loaning the organisation money and then make accruals against it. Organisations that are regulated and audits will have that in place. Mr Peter Dobson stated that it is good to identify areas for organisation projects but this would have to be associated with the 10 year plan, which already has committed £70,000.00 to Horspath Hub.

Mr Ewart stated that at a previous meeting, it was agreed that HSPC would employ a Charity Manager to deal with projects. Mr James Dobson stated that he has spoken with a couple of organisations who have experience in this and the outcome was very positive. Mr James Dobson  
Horspath Stone Pit Charity – Minutes of the meeting held on Tuesday 29<sup>th</sup> June 2021

will summarise this is a paper and circulate to Trustees as we do need the expertise to help manage the projects.

Mr Peter Dobson stated that this could potentially be a free for all, although the money could be allocated over time. Mr Peter Dobson asked if there will be an expectation for the organisation to match the funding. Mr Timbs stated that HSPC will not have an obligation to support a project put forward from an organisation. Mr Timbs stated that the organisation does not necessarily have to contribute funding to the project. It will be up to HSPC to decide on which projects to support. Mr James Dobson stated that HSPC needs to give some thought to the rules which will allow us to offer grants focused on infrastructure to that we can support the organisations.

Mr Peter Dobson stated that by allocating the funds suggested by Mr Timbs and the £70,000.00 already committed to the Hub will not leave much money for general organisation grants. Mr James Dobson stated that HSPC know how much will be spent on individual and organisation grants, and allocate money to the third route of grants. We will then hold a launch event for organisations to let them know how much money will be available, to enable them to obtain quotations for their projects. Mr Peter Dobson stated that Mr Timbs view is to stop individual and organisation grants and only award grants for projects. Mr Timbs stated that grants awarded for projects is more his view.

Mrs Oakley stated that Mrs Horne has previously mentioned that the Nursery building is coming to the end of its life and needs to be replaced. The Nursery and the School are not used solely by people from Horspath village, and this also applies to other organisations, so why should they be awarded the large grants as this would cause a problem with residents in the village. Mrs Oakley stated that HSPC has already agreed to loan £70,000.00 to the Hub, at least £70,000.00 will be required for the traffic calming scheme on Oxford Road, £25,000.00 to refurbish the village hall car park.

Mr Burgess stated that HSPC cannot stop general organisation grants as the organisations depend on them. If HSPC awarded a grant to the School for an all-weather pitch, who would over-see the project. Mr James Dobson stated that the project would have a professional overseeing it. Mr Burgess stated that the traffic calming project on Oxford Road needs to be progressed. Mr Burgess stated that the third option for project grants to organisations need to be considered as a five year project where organisations are invited to notify HSPC of their project ideas.

Mrs Horne stated that a new nursery building would not necessarily be £100,000.00, this would be for a permanent structure. The cost of a temporary structure would be approximately £25,000.00. The new nursery building would be for around 40 children aged 2-11 years, and would also benefit the breakfast club and the whole school, and would also keep staff who live in Horspath in work. Mrs Horne reported that at the moment the nursery pays £6,000.00 every three years just to keep the structure on the site.

Mr Burgess suggested that organisations obtain firm quotations for their projects. Mr Peter Dobson stated that HSPC will not automatically give priority to the list. Mr Timbs questioned the speed at which decisions are made within HSPC. Mr James Dobson stated that HSPC could be looking at £600,000.00 over five years as an infrastructure fund. Mr Peter Dobson stated that Trustees will have to re-group for further discussions when more information is available.

Mr James Dobson, Mr Timbs and Mrs Dobson will set up a plan and consolidate it into a presentation with a view to launching a 5 year infrastructure plan. A further meeting/workshop will be arranged to discuss in more detail. Mr Peter Dobson asked that the sub-committee be mindful of organisation grants and the reserve fund. Mrs Oakley stated that one project should be to build a new village hall. Mr James Dobson suggested that half of the income over the next five years is put to one side for infrastructure projects, and then explain to residents why HSPC has chosen the selected projects.

Signed ..... Date.....