

## NEWARK & DISTRICT CFR TRUSTEE MEETING

4<sup>th</sup> April 2022 The Fox, Kellham

### ATTENDEES:

Hannah Smith, Chair  
Kevin Walsh, Acting Coordinator and Treasurer  
Judith Kemp, Secretary, Minutes  
Phil Green

Apologies – Jan-Christian Zaluski

#### 1. Minutes of the last meeting

Reviewed and passed unchanged

#### 2. Reports from the Scheme Co-Ordinator and Treasurer were reviewed.

It was noted that the financial reports had not been submitted to the Charity Commission for an excess of 600 days. Kevin Walsh explained there were many reasons for this related to the Pandemic, an inability to get enough of the trustees together to validate the financial books and ill health amongst the Trustees. He accepted that this was, however, still an unacceptable period of time and that he should have made fellow trustees aware and forced a meeting. Kevin will stand down as Treasurer once the outstanding filings with the Charity Commission are made before the 7<sup>th</sup> of April 2022.

The overdue accounts for the years 2018-2019 and 2019-2020 and the due accounts for 2020-2021 were examined by the Trustees, evidence and entries checked against receipts and the accounts were verified.

#### Treasurer position

Kevin Walsh resigned as Treasurer for the group. The Trustees accepted his resignation and Phil Green proposed that Judith Kemp take over the role of Treasurer. This was seconded by Hannah Smith.

#### 3. Fundraising

Neil Fuller has raised significant funds throughout the period. Some of which has come from the National Lottery and a local government support fund. Neil has also got us involved in local lottery and Amazon funding linked to people using these companies.

#### 4. Equipment Purchases

Significant expenditure has been made through the pandemic period to provide PPE for the responders who have continued to log on.

#### 5. Training Updates

Training level have been very low and intermediate due to the virus restrictions. We are hopeful that we can now start to return to normal training activities.

#### 6. Any other business

7. It was agreed to purchase a new laptop and printer for the scheme, to be used by the Trustees.
8. The meeting closed at 8.15pm

**9. Date of next meeting**

TBA