

Minutes of the Meeting of the Trustees of St Giles Almshouses
Wednesday 27th June 2024

Present Alan Chamings, Lorna Herniman, Colin House, Rev Gary Owen, Jennifer Steele, Fo Edmunds, Simon Dyer

Fo Edmunds was thanked for her hospitality in hosting the meeting and the minutes from 2023 were proposed by Alan, seconded by Lorna and signed as correct.

Matters Arising

Replacement of lead in the roof valleys is now on hold -possibility that it does not need replacing as only No1 had a problem. Will be checked before the winter.

Full Electrical check completed in November 2023.

Back doors all replaced.

Fence between Nos 2&3 completed.

Mr Thompson has indicated that he does not want No3 re-decorated – Alan to check.

Constitution has not been updated – Apologies from Jen.

Treasurers Report

Jen presented the Annual Accounts for 2023/24 which have been checked by Brian Ward. Proposed by Colin, seconded by Lorna & signed by Alan.

The current Lloyds Account balances at 31/5/24 was £20,566.55 and was agreed that £10,000 would be transferred to M&G. Jen to action.

Maintenance Contributions have not increased since October 2021. They will increase by £15 per calendar month from October 1st 2024 to £360. Proposed by Lorna, seconded by Rev Gary. Jen to draft a letter for Alan to check.

Insurance

Jen highlighted the new quote from Grout Insurance which offered a fixed rate (plus inflation) for the next 5 years. This meant that the payment reduced from £1145.72 in 2023 to £951.75 annually for 2024-2029. Proposed by Lorna, seconded by Colin.

Update from Chairman

New Members

Alan welcomed Simon Dyer from Winscott who would like to become a trustee, his Father in Law, Douglas Millman served as a trustee for several years. Jen/Gary to find out the procedure for this.

Following Jen's recent resignation as Secretary/Treasurer, Alan proposed Fo Edmunds as the new treasurer, seconded by Jen. Alan also proposed that we now apply for on line banking which Fo is happy to do. Seconded by Lorna. Jen to handover & Alan to meet with Fo when necessary.

Alice Redford was suggested as the new secretary. Simon will follow this up if she will consider it. Alan & Jen to meet with her to explain what the position involves.

Other Items

Fo Edmunds (neighbour) is happy with the new fencing but concerned that her leylandi has suddenly died. This will be looked at during the annual inspection.

Following Mr Mrs Squire's request that their son could stay at the weekends, the trustees met with them and agreed to the proposal. However, there is a feeling that he was staying more often. The trustees will remind Mr Mrs Squire during the inspection of their obligations.

It was agreed that the trustees would continue to look for a property to purchase within the parish. The current houses on the market are too expensive.

Building Works

3 Windows are being replaced in No 1

SW Water have replaced all the pipework in all 4 Almshouses

Inspections

Jen to draft a letter to inform residents that their properties will be inspected on Wednesday 10th July, the day the chimneys are being swept.

Any Other Business

Jen outlined the governance requirements of The Charity Commission. Gary requested a copy of the Residents Handbook and The Constitution to check what is needed. Jen to forward these.

Jen also asked the meeting to look at the Risk Assessment:

Smoke Alarms to be checked during the Inspection

It was agreed to add "If residents require them" after the line "Install rails" under Outside Steps. Also to add Electrics to the list – these have recently been checked.

Alan to organise a quinquennial inspection.

Date of Next Meeting

To be Arranged

I am willing to act as a Trustee of Rolle's Almshouses – St Giles in the Wood



Signed: Simon Dyer

Date: 29-7-24



Signed: Alan Chamings (Chairman)

Date: 8/8/24

Accounts 2024

Rolles Almshouses and Richard Trust

Accounts for Year Ended 31st March 2024

Trustee Account

Income

Balance b/f	9447.31
Heywood Contributions	4140
Sherlock Contributions	4140
Thompson Contributions	4140
Squire Contributions	3105
M&G Dividends Received	9665.2
	<u>34637.51</u>

Expenditure

TPS	178
Brian Ward	18
Grout Insurance	1145.72
Fast Plumb	870
Cleaning Services	170
Stamps (J Steele)	21.84
TPS	1260.56
M Cook Electrical	328
Balchin (Chimneys)	255
TPS	3960
TPS	375
M Cook Electrical	2059.52
Woolacotts	48
Almshouse Assoc	267
TPS	265
Woolacotts	82.45
TPS	467
	11771.09
Balance c/f	22866.42
	<u>£34,637.51</u>

	<u>Date</u>	<u>Shares</u>	<u>Value</u>
	31/03/24		
M&G Shares Charity Multi Asset		229772.793	208886.45
M&G Charifund		818.659	11920.33
			<u>£220,806.78</u>



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Merton Cottage
St Giles in the Wood
TORRINGTON
Devon
EX38 7JH
19th June 2024

The Charity Commission

P O Box 125

Liverpool

L69 3UL

Dear Sirs

The following statement should be read in connection with the accounts for the Rolles Almshouses and Richard Trusts accounts scrutiny.

" As far as I am aware, the accounts for the Rolles Almshouses and Richard Trust for 2024 are complete and correct. All receipts and payments could be traced to relevant paperwork and the final balances shown could be agreed."

I hope that this statement is sufficient for your purposes, as I am not a qualified auditor: I have merely undertaken a Scrutiny of the Accounts.

Yours sincerely

A handwritten signature in black ink, appearing to read 'B. Ward'.

Brian Ward