

Minutes of the Meeting of CHARITY TRUSTEE COMMITTEE
held at Neuadd Cyngor Ceredigion, Penmorfa, Aberaeron and remotely via video
conference on Monday, 6 November 2023

PRESENT: Councillor Keith Evans (Chair), Councillors Endaf Edwards, Gwyn Wigley Evans, Rhodri Evans, Wyn Evans, Chris James and Caryl Roberts.

ALSO IN ATTENDANCE: Councillors Ifan Davies and Raymond Evans.

OFFICERS IN ATTENDANCE: Louise Harries and Harry Dimmack.

(11.30am - 11.55am)

1 Apologies

Councillors Elaine Evans and Ceris Jones apologised for their inability to attend the meeting.

2 Disclosures of personal and prejudicial interests

Councillors Rhodri Evans and Wyn Evans noted a personal interest in relation to item 6.

3 To consider the Minutes of the Meeting of the Charity Trustee Committee held on 29 June 2023 and to consider any matters arising from those minutes

It was **RESOLVED** to confirm as a true record the minutes of the meeting held on 29 June 2023.

Matters arising

There were no matters arising.

4 To receive a report upon the draft Annual Trustee Reports 2022-2023

Louise Harries presented the report to Committee noting that it is a legal obligation under section 162 of the Charities Act 2011, to prepare an annual report where the income exceeds £25,000. Although none of the five charities' income exceeded this amount, the Committee decided last year to produce reports on an annual basis. Draft reports were considered for the following registered charities:

- The War Memorial, Hall, New Quay
- The New Quay Library and Reading Room
- The COE Memorial Educational Foundation
- The Cardiganshire Intermediate and Technical Education Fund, and
- The Charity of Richard James Thomas

The Commission's guidance states that a short statement should be made that discloses if trustees have not read the Charity Commission's guidance on public benefit when exercising any powers or duties to which the guidance would be relevant. There are a few outstanding confirmations,

therefore it was recommended that all Committee Members read and confirm that they have read the guidance prior to presenting the reports next year.

Members requested that proof of insurance is provided by each tenant on an annual basis. They also asked that the reference to Ysgol Dyffryn Teifi in the Cardiganshire Intermediate and Technical Education Fund is amended to reference Ysgol Bro Teifi.

Following discussion, it was **RESOLVED** to:

1. approve the 5 draft annual trustee reports set out in Appendices 1-5 of this report and that the Chair of the Charity Trustee Committee shall sign and date clean copies of the same on behalf of the charity trustee:
2. that all Members of the Charity Trustee Committee will read the two Charity Commission guidance documents (PB2 and PB3) set out at Appendix 6 of this report and confirm at the next Committee meeting that they have read the guidance.

5 To receive a report on the New Quay Library and Reading Room - update

Louise Harries presented the report to the Committee noting that a press-release was issued on 10th July 2023, and that officers also directly contacted various organisations listed in the report asking whether any group or organisation would be interested in taking on the New Quay Library and Reading Room trust site for educational purposes.

She noted that five expressions of interest were received, one of which has since been retracted, and one which related to a commercial business. A further expression of interest was received outside of the deadline set, which also related to a commercial business.

Louise Harries confirmed that Officers are currently in the process of discussing the applications with the 3 remaining expressions of interest, in terms of amalgamate ideas, and that a further report will be brought, early next year once proposals are clear for decision as to whether the Committee wishes to proceed.

Members of the Committee **NOTED** the report.

6 To receive a verbal update upon the Tregaron Sub-Group

Louise Harries gave a verbal update to the Committee upon the meetings of the Charity Trustee Committee Sub-Group for Tregaron. She noted that the sub-group met in September to discuss proposals as to how the money should be spent. Rhydian Harries from Porth Cymorth Cynnar attended the meetings to provide information on the different types of astroturf pitches and the positives and negatives of these various services as well as potential grant funding and costs, and to seek the aspirations of the group in terms of locality.

A one-page document was provided to members outlining the above and potential pricing. The next step will be to arrange a further meeting of the

sub-group in order that recommendation can be presented back to this committee.

7 To receive a report on proposed amendments to the Terms of Reference of the Charity Trustee Committee

Louise Harries presented the report to the Committee noting that the proposed changes are being recommended to reflect fact that the Vice-Chairs of the Charity Trustee Committee are effectively doing more than observing the meetings. The amendments would allow all Members of the Committee to participate in meetings as full Members.

Following discussion, it was **RESOLVED**:

That Members of the Charity Trustee Committee:

1. agree in principle that the Terms of Reference of the Charity Trustee Committee are re-amended to:
 - a) enable Vice-Chairs to vote; and
 - b) to:
 - remove the reference to Vice-Chairs as “observers”;
 - remove the reference to Vice-Chairs being entitled to make representations;
 - remove the reference to Vice-Chairs having a vote in absence of the Chairs; and
 - c) confirm the Charity Trustee Committee quorum is 3 (of all voting members).
2. recommend that Council approves the amendments above to the Terms of Reference within the Constitution relating to the status of Vice-Chairs.

**Confirmed at the Meeting of the Charity Trustee Committee held on 4
March 2024**

Chairman: _____

Date: _____