

BRIXWORTH PARISH COUNCIL

*Minutes of the Special Council meeting Wednesday, 3 March 2010 at 7.30p.m.
In the Brixworth Library/Community Centre, Spratton Road, Brixworth*

Present: Councillors: I Barratt (Chairman) C Bament, R Chattaway, S Gilkes,
Mrs A Gunnett, M Lacey, R Low, R Monk, S Pointer, S Whiffen,
Mrs E Wiig and F Wiig

In Attendance: Mrs J Macken – Parish Clerk
Mr Jonathan Dawson – ACRE Solicitor

The Chairman stated that the purpose of this special meeting is to consider Applying for the Community Centre to become a Registered Charity. Mr Jonathan Dawson introduced himself, he is a solicitor recommended by ACRE who specialises in setting up Village Hall Charities.

10/904 Apologies for absence
No apologies had been received.

10/905 Declaration of Interest on Agenda Items
Cllr Bament declared a personal interest as the Parish Council Representative on the Library/Community Building Centre Committee
Cllr E Wiig declared a personal interest as a member of the Library/Community Centre Building Committee

10/906 Applying for the Community Centre to become a Registered Charity
It was resolved for the Chairman to sign the letter of Engagement received from Mr Dawson.

The main reason why the Parish Council wishes to register the Community Centre as a charity is to enable it to receive relief on the business rates which are currently £3,500 a year.

It was agreed to advise the Brixworth Centre and the Village Hall that the Council is applying for charity status. This will not have an impact on the other two buildings, currently the three buildings are well used and offer different facilities.

The Parish Council would be the Sole Trustee of the charity known as 'Brixworth Community Centre'. The Parish Council is the Trustee, not the individual Councillors. This will not affect the County Council Lease, however the Clerk will advise the County Council of the Parish Council's decision.

Mr Dawson went through the Trust Deed, an amended copy is to be approved at the next Full Council meeting.

The Clerk was asked to download the applications forms from the Charity Commission website.

The Council will need to hold at least two meetings a year and an Annual General Meeting, to discuss the charity business, which must be separate to Council meetings.

Separate bank account and separate accounts to be kept by the Clerk.

An Independent Examiner will be required to look at the accounts, at a fee.

This will not affect the current management arrangement with BCF. The Council may consider having an occupational licence with BCF, however this is not necessary. Mr Dawson to email a copy to the Clerk.

Concerns were raised whether or not the Council could provide the charity with a grant? Clerk to seek advice on this matter.

Trust Deed, application form and declaration by trustees form to be sent to the Charity Commission, once approved by the Full Council.

Further details is available for members on the Charity Commission website CC3 Essential Trustee – What you need to know.

The meeting closed at 8.40pm.