

J.M.B.

## **The Monkton Bluefriars Charitable Trust**

### **Minutes of Meeting of Trustees held at the offices of National ISIS, 56, Buckingham Gate, Monday 30th September at 2.30pm.**

#### Present:

Julian Bewick, John Clark, Jeremy Hepworth, Jane Perry

#### Apologies for Absence:

None

The meeting opened with Julian thanking John for preparing his draft of the bye-laws of the trust and asking him to chair the discussion. John told the meeting that he felt it important that the trust should 'start as it meant to go on' thereby avoiding any confusion in the trustees' minds as to their responsibilities.

#### Amendments:

Bye-law 6: Additional Trustees Meetings - substitute 'regular' for 'annual'.

Bye-law 13 : Eligibility for trusteeship - substitute '14 ' for '13'.

There being no other amendments the bye-laws were adopted unanimously.

Julian reported that he has opened a current account at Barclays Bank in Bath. He has applied to the Inland Revenue for a tax number. Two trustees' signatures will be required to draw cheques. There is £250 plus interest (the original gift from Robert Quayle), an anonymous CAF cheque for £200 to be paid in when the trust is ratified. A small legacy from Peter Kirkpatrick's estate will be paid in when it arrives.

John reminded the trustees that accounts must be filed annually. The meeting agreed that the first accounts would be prepared for the period to 31.8.97. Funds under £10,000 do not have to be audited; for funds up to £100,000 a trust may choose to have an independent examination or audit of accounts; funds over £250,000 must be audited.

#### Election of Officers:

There was considerable discussion about the position of Chairman and how the trustees perceived the role. All agreed that it is necessary to have a 'figurehead' with whom prospective supporters could readily identify. Julian was anxious to avoid the trust being perceived as a one-man-band. He proposed John for the position and he was elected unanimously.

Julian proposed that Jane be elected Secretary; this was agreed unanimously.

John proposed that Julian be elected Treasurer; this was agreed unanimously.

#### Planning to get in touch with supporters / the way forward:

Julian outlined the historical position for getting/keeping in touch with supporters. The main point of contact apart from word of mouth is the Christmas newsletter which is sent to present members of the Boat Club, their parents, OMs who rowed at school and others who provide financial support. Bluefriars is self supporting - just. It has an annual income of approximately £2,000 - this money is used to support activities associated with taking crews to events: meals, travel expenses to France, new equipment, circulation of the newsletter and occasional support for OM oarsmen's

travel expenses to events. There has never been a formal subscription; on receipt of a Bluefriars tie an oarsman would be asked to support Bluefriars in whatever measure he/she was able - perhaps £5 -£10 per year after leaving school whilst a student and to consider an increase once working. Recently there had been a diminution in the number of banker's orders.

The way forward:

Patrons - high profile supporters/ large financial donors.

Julian will contact two wealthy OMs who had previously been enthusiastic about the setting up of a trust. They may well offer substantial financial support as well as help us compile a list of similarly placed OMs.

Fundraising .

John will speak to his son about ideas for fundraising.

Julian has been/ will be having discussion with Stephen Hausey, Development Director at Monkton for fundraising ideas which will not encroach on the school's current fundraising plans for a new sports' hall.

Newsletter.

Aim to increase circulation this year to include: current oarsmen and women, their parents, OMs from 1960 to the present day, students, older generation oarsmen researched from OM notebook, Captain of Boats' minute book and personal approach to Charles Grimwade. (Jeremy and Julian)

A deed of covenant form as well as banker's order form will be included in the newsletter.

John, Jane and Jeremy to write articles for inclusion.

Julian will write a personalised letter appropriate to the recipient for inclusion with the newsletter suggesting a change of support from Bluefriars to the Charitable Trust except for students who will not be in a position to do so.

The Annual Dinner.

This will be at Leander on Friday, 25th April 1997.

Julian and Jeremy will canvass support for crews from 1950-54 and 1991.

Uses for funds.

To be discussed at every meeting.

John suggested building up a capital fund by reclaiming of tax to fund a scholarship and emergencies. The meeting agreed to the idea in principle but decided to leaver all monies in the deposit account and defer a decision until after Christmas when support for the Trust may be gauged more readily.

The new sports' hall at Monkton is to be constructed on a slope thereby making inclusion of a rowing tank straightforward. Julian has already had discussions with Stephen Hausey who has agreed to ensure that specifications allow for this.

Support of OMs at other institutions.

Julian had been approached about funding the purchase of equipment at Worcester College, Oxford. A decision was deferred until trustees had a clearer idea of what funds may be available after Christmas.

Thanks to Robert Quayle.

John will write.

AOB.

A request for funding travel expenses for members of the crew training in France during April 1997 was agreed unanimously.

Date of next meeting.

At Leander, Henley on Thames on Friday, 25th April at 3.30pm.