

SANDGATE HERITAGE TRUST LIMITED.

51, SANDGATE HIGH STREET, SANDGATE, FOLKESTONE. KENT CT20 3AH
Company Number 1645228 U.K. Charity Number 287281 REGISTERED OFFICE, Town Hall Chambers, 148 High Street, Herne Bay, Kent CT6 5NW
Please reply to:- Zoe Varian The Hermitage, 6 Castle Road, Sandgate, Folkestone, Kent CT20 3AG
Telephone 01303 248114 email: zoesvarian@aol.com

Minutes of Board Meeting held on Saturday 30th May 2015 at 10.00am in the Reading Room at the Old Fire Station

Present: Chair Mrs Z S Varian, Mr J Cutmore, Mr J Sayers, Miss M Stopford,

Apologies: Mrs H Tolputt, Mr Ken Gorrie

At the last meeting, Directors had asked that Mr Chalk join our meetings in future. Unfortunately he is on holiday at present.

The minutes of the board meeting held on 26th July 2014 had been circulated prior to the meeting and were approved unanimously. Proposed by Mr James Sayers and seconded by Miss Margaret Stopford.

Matters arising

The kitchen renovation work is now complete and its appearance has improved our ability to let out the Reading Room. The kitchen water heater is broken and Mrs Varian is looking into replacing the broken tap or the whole unit, if necessary. This expenditure was approved by the board.

The kitchen roof had been completed but there had not been sufficient funds to complete the decoration of the weatherboarding below the scaffolding. This has now been done by Michael Chalk at a cost of £75, together with decoration to the front elevation, which had been accessed from the scaffolding outside the Providence Inn next door. The only remaining item was the replacement of the chairs in the Reading Room.

Financial position: Mrs Varian advised that there was in excess of £5,000 in the Current Account and £1,000 on deposit.

Approval of accounts for the year ended 31st March 2015

The accounts, which had previously circulated were discussed. Mrs Varian explained that there was a deficit for the year of £632, which was expected given the extensive renovation work to the kitchen. The accounts were approved and signed. Proposed Mr James Sayers and seconded by Mr John Cutmore.

Resignation of Directors

Directors noted that Mrs Hilary Tolputt had resigned with effect from today's date. Mrs Varian was asked to write and thank her for all her efforts on behalf of the Sandgate Heritage Trust Ltd., particularly with regard to fundraising which will be greatly missed.

Michael Chalk, caretaker

Mrs Varian stated that we had a short contract for services from Mr Chalk and that he was self employed. He has similar contracts with the Chichester Memorial Hall and Sandgate Library. Mr Chalk is responsible for his own National Insurance contributions, income tax and pension contributions. Mrs Varian has increased his monthly payment for caretaking duties to £75 with effect from 1st April 2015. The Board acknowledged their thanks for Mr Chalk's hard work and efforts in bringing in new hires.

The Directors were asked to review our web site and to direct any comments or items for inclusion to Michael and Melanie Chalk via email with a copy to Mrs Z Varian. www.oldfirestationsandgate.co.uk

Sandgate Society

The Sandgate Society now pay £2,600 per annum, which is £50 per week rental for the Engine Room. This increased rent has allowed us to maintain the building at the current high standard. Mr James Sayers, a solicitor, has spent considerable time reviewing the old lease and has determined that the best way forward

is to amend this old document and resubmit it to the Sandgate Society. He will amend the old lease and send it to Mrs Varian as a pdf document for onward transmission to the Sandgate Society. Mr John Cutmore will liaise with the Sandgate Society with regard to their request for exterior lighting. Mrs Varian requested a scheme with drawings and noted that the beautiful Victorian style gas lamp outside was currently lit at night on a timer switch. This is paid for by the new owners of the Providence Inn. Mr Cutmore will also talk to the Sandgate Society archive team about the possibility of their taking over our documents and photographs relating to the purchase and setting up of the Sandgate Heritage Trust Ltd. Finally Mr Cutmore will ask the Sandgate Society committee to obtain a costing for the repair of the barometer on the front of the building, which the Sandgate Heritage Trust will pay for. It was noted that Mr Chalk has been asked to assume caretaking duties for the Society, which will enable us to improve our response to problems and to better maintain the front elevation.

Date of next meeting 26th September 2015 at 10.00am.