

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Trustee Board of the Gilstrap and William Edward Knight Charities** held in the Civic Suite, Castle House, Great North Road, Newark NG24 1BY on Tuesday, 24 June 2025 at 6.00 pm.

PRESENT: Councillor S Haynes, Councillor I Brown and Councillor P Taylor

IN ATTENDANCE: Councillor R Cozens, Councillor S Crosby, Councillor D Moore and Councillor N Ross

APOLOGIES FOR ABSENCE: Councillor A Amer (Chair) and Councillor J Kellas

1 ELECTION OF CHAIR FOR THE MEETING

Due to the apology for absence of the Board Chair, Members were asked to nominate a Chair for this meeting.

AGREED (unanimously) that Councillor P Taylor be appointed Chair for this meeting only.

2 DECLARATIONS OF INTERESTS FROM MEMBERS AND OFFICERS

The Clerk to the Trustees advised the Board regarding conflicts of interests and advised Members that Agenda Items 8 and 9 on the agenda both related to transactions with Newark Town Council. The Clerk's advice was for voting Members who were also Town Councillors to refrain from voting on Agenda Item 8 – Application for Grant Funding – Newark Cultural Consortium, as the applicant was Newark Town Council.

The Chair proposed and Councillor S Haynes seconded a motion to allow a non-voting Member, Councillor R Cozens to vote on Agenda Item No. 8 – Application for Grant Funding – Newark Cultural Consortium, as the Board felt that the application had been submitted some months previous and a decision was needed.

AGREED: (unanimously) that Councillor R Cozens be allowed as a non-voting Member to vote on Agenda Item No. 8 – Application for Grant Funding – Newark Cultural Consortium.

NOTED: that:

- a) Councillor R Cozens, non-voting Member – declared a non-registrable interest regarding Agenda No. 7 – Application for Grant Funding – Friends of Newark Castle and Victorian Gardens as she was the Portfolio Holder for Heritage, Culture and the Arts;
- b) the following voting Members declared non-registrable interests regarding Agenda No. 8 – Application for Grant Funding – Newark Cultural Consortium, as elected Members of Newark Town Council.

Councillor I Brown
Councillor P Taylor

- c) the following non-voting Members declared an interest in Agenda Item No. 8 - Application for Grant Funding – Newark Cultural Consortium, as elected Members of Newark Town Council.

Councillor S Crosby
Councillor D Moore
Councillor N Ross

3 DECLARATION OF INTENTION TO RECORD THE MEETING

The Chair advised the Board that the meeting was being recorded and streamed online in accordance with usual practice.

4 MINUTES OF THE MEETING HELD ON 27 FEBRUARY 2024

Minute No. 52 – Application for Grant Funding – The Free Football Club – A Member felt that the wording was not accurate, as the application was not declined, Members requested that the applicant submit further information in support of the application.

The Clerk to the Trustees, informed the Board that the applicant was approached for further information, but no further information was forwarded to the Council.

AGREED that subject to the amendment removing the wording “that the application be declined”, the minutes of the meeting held on 27 February 2024 were agreed as a correct record and signed by the Chair.

5 TRUST ACCOUNTS FOR THE FINANCIAL YEAR ENDED 31 MARCH 2024

The Board considered the report of the Assistant Business Manager Financial Services which presented to the Trustees the financial accounts for the W.E. Knight Trust and the Gilstrap Endowment Fund for the financial year ended 31 March 2024.

The financial performance figures for W.E. Knight were provided in the report. As per previous reports W.E. Knight had allocated the majority of its fund to the Newark R&M Cricket Club in respect of their Ground Development Project. Therefore, the charity currently only had a minimum balance remaining.

The Gilstrap charity received an annual income of £43,000 from leasing the Gilstrap building in Newark. As of 31 March 2024, the charity held a bank balance of £311,307 and investments valued at £145,277. This resulted in a total of £456,584 available for allocation, with no current commitments to future projects or grant funding.

It was a function of the Board to receive the annual accounts of the charities. The W.E. Knight Charity would be closed; a report would be brought to a future Board Meeting.

AGREED (unanimously) that the financial accounts for the year ended 31 March 2024 be noted.

6 APPLICATION FOR GRANT FUNDING - FRIENDS OF NEWARK CASTLE & VICTORIAN GARDENS

The Committee considered an application for grant funding from the Friends of Newark Castle & Victorian Gardens, for a project to support the promotion of education and understanding of one of Newark's most significant historic buildings and to tie together the historic landscape of the town. An amount of £50,000 was sought and information on the project was included in the report.

Members whilst considering the application did not disagree that this was not a good project, they however felt that there was not enough detailed information to satisfy them that this was good value for money. They asked for the associated costs and what element the Board were being asked to fund. They also asked that the Friends of Newark Castle & Victorian Gardens be invited to the future Board meeting to present their application. It was therefore proposed that the application be deferred pending further information and a meeting be arranged no later than September 2025.

A Member asked that the statement of income of £98,000 be removed from the application as it appeared mis-leading. The Clerk to the Trustees confirmed that this could not be removed from the application but would be noted in the minutes.

AGREED (unanimously) that:

- a) a meeting of the Board be arranged no later than September 2025;
- b) the application for funding of £50,000 be deferred in order for detailed information regarding how the funding would be spent to be submitted to a future Board meeting; and
- c) the Friends of Newark Castle & Victorian Gardens be invited to the future Board meeting to present their application.

7 APPLICATION FOR GRANT FUNDING - NEWARK CULTURAL CONSORTIUM

The Committee considered an application for grant funding from the Newark Cultural Consortium, for a project to promote education and understanding of historic buildings and Newark's history which would benefit Newark's Community. An amount of £10,000 was sought and information on the project was included in the report.

Councillor R Cozens as non-voting Member was given permission by the Board Members as detailed in Minute No. 2 above, to vote on this application.

Having declared non-registrable interests Councillors I Brown and P Taylor did not take part in the debate or vote.

Members felt that the application was in line with the criteria to reflect the Gilstrap Charity's purpose and objectives.

AGREED (with 2 votes for) that the application for funding of £10,000 be granted to the Newark Cultural Consortium.

8 LAND OFF CEDAR AVENUE LINCOLN ROAD - VERBAL REPORT

The Committee considered a verbal update on progress with the land off Cedar Avenue/Lincoln Road Newark and potential disposal to Newark Town Council. The Clerk explained that this was a long ongoing matter. For transparency an update was being provided as matters had not progressed sufficiently to bring a report moving things forward.

The Commission had two main issues it needed to satisfy itself on. The first was around managing conflicts of interest; the external advice received was that Town Councillors should declare an interest and refrain from voting on this matter going forward.

The second was how the Council as Trustee would further the objects of the charity going forward, for example by investing the proceeds of sale for income generation.

The Clerk was working with external advisors to answer all the Commission's questions and would bring a report to the next meeting of the Board.

The Clerk advised that with the Board's current makeup there would be only two voting members for any decision on this matter. As with the earlier item on the agenda, the Board could resolve to give non-voting Members a vote for the meeting. Another alternative was to look at appointing some independent Board Members.

9 DATE OF NEXT MEETING

AGREED that the next meeting take place no later than September 2025.

Meeting closed at 6.50 pm.

Chairman