

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 Monday, 22 June 2026 at 6.00 pm.

PRESENT: Councillor I Brown, Councillor M Home, Councillor J Kellas and Councillor P Taylor

APOLOGIES FOR ABSENCE: Councillor S Haynes

In the absence of an appointed Chair of the Board of Trustees the Clerk opened the meeting.

20 DECLARATION OF INTENTION TO RECORD THE MEETING

The Clerk to the Board of Trustees advised that the meeting was being recorded and streamed online in accordance with usual practice.

21 APPOINTMENT OF CHAIR

The Board of Trustees considered the report of the Clerk which sought nominations for the appointment of Chair of the Board for the 2026/2027 municipal year.

AGREED (by 2 votes for with 1 abstention) that Councillor Paul Taylor be appointed as Chair of the Board of Trustees.

22 DECLARATION OF INTERESTS FROM MEMBERS AND OFFICERS

NOTED that:

a) the following voting Trustees declared non-registerable interests as elected Members of Newark Town Council:

Councillor Irene Brown
Councillor Jack Kellas
Councillor Paul Taylor

b) the following non-voting Trustees declared an interest as elected Members of Newark Town Council:

Councillor Susan Crosby
Councillor David Moore
Councillor Neil Ross

c) Councillor Rowan Cozens, a non-voting Trustee, declared an interest in Agenda Item No. 7 – Applications for Funding (Friends of National Civil War Centre – Newark Museum) as the Portfolio Holder for Heritage, Culture & the Arts.

23 TRUST AUDITED AND DRAFT ACCOUNTS

The Board considered the report presented by the Assistant Business Manager – Financial Services which provided the Trustees with the financial accounts for the Gilstrap Endowment Fund for the financial year ended 31 March 2025 and 31 March 2026.

The report set out that as at 31 March 2026 the Gilstrap Charity had a total of £461,716 in uncommitted reserves. It was also reported that the W.E. Knight Charity had a remaining balance of £1,228.00 in their account, having previously made a financial contribution to the Newark Cricket club project in April 2022.

In considering the report a Board Member queried as to why there remained a balance in the W.E. Knight account. In response, the Assistant Business Manager advised that a residual balance had remained in the accounts to pay for any costs incurred associated with the winding up of the charity.

The Board requested that a further report on the costs likely to be incurred with the winding up of the charity be brought to the next scheduled meeting. It was suggested that if any monies remained after such costs were deducted, these would be designated as available funding.

AGREED (unanimously) that:

- a) the audited financial accounts for the year ended 31 March 2025; be noted;
- b) the draft financial accounts for the year ended 31 March 2026 prior to submission to the auditors be noted; and
- c) a report be brought to the next scheduled meeting of the Board of Trustees in relation to the costs associated with the winding up of the W.E. Knight Charity.

24 APPLICATIONS FOR FUNDING

The Board considered the report presented by the Clerk to the Trustees which sought consideration of two applications made to the Gilstrap Charity for grant funding from the Friends of the National Civil War Centre – Newark Museum and the Assemble Church.

Details of the Gilstrap Charity's current approved criteria were provided in the report together with how grant applications would be considered by the Board of Trustees. A summary of each application was provided in the report with the full application forms attached as Appendices B and C respectively.

Friends of National Civil War Centre – Newark Museum

In considering the report and application form, Trustees sought further information as to how any necessary additional funding would be sourced to purchase the manuscript as referred to in the application form. It was agreed that the applicant be

invited to attend a future meeting of the Board of Trustees to provide further information.

Assemble Church

In considering the report and application form, Trustees again sought further information on the application as submitted to better fully understand the purpose that any funding awarded would be used for. It was again agreed that the applicant be invited to attend a future meeting of the Board of Trustees to provide further information.

- AGREED
- a) (unanimously) that an additional meeting of the Board of Trustees be convened following the meeting of Full Council on 14 July 2026;
 - b) (unanimously) that the applicants for Friends of the National Civil War Centre – Newark Museum be invited to attend the meeting to provide the Board of Trustees with additional information in relation to their application; and
 - c) (by 3 votes for with 1 vote against) that the applicants for Assemble Church be invited to attend the meeting to provide the Board of Trustees with additional information in relation to their application.

25 DATE OF NEXT MEETING

NOTED that the next scheduled meeting of the Board of Trustees was 21 September 2026 but that an additional meeting would be convened after Full Council which was to be held on 14 July 2026.

Meeting closed at 6.45 pm.

Chair