Bexhill Heritage Trustees. Minutes for the meeting held on Monday 11th April 2022

In attendance: Steve Johnson, Simon Allen Alexis Markwick

1. **Apologies and declarations of interest**
   No apologies were received,
   or declarations of interest made.

2. **Minutes for the January 2022 meeting.**
   These were formally approved.

3. **Matters arising from the meeting on 10th January**

   Overall strategy (Item 5b)

   It was agreed that the time was opportune for a reset of the charity's overall strategy. The main projects were likely to include;
   - Complete the Bandstand
   - Move on to the Sainsbury's Mural restoration project in early autumn of 2022.
   - Complete the RNLI collection box project in late spring 2023
   - Move on to the Shelter 4 restoration project in the spring of 2023.
   - Continue our response to planning applications
   - Achieve Conservation Area status for East Bexhill south of the railway line.
   - Start work on a Local List in East Bexhill or elsewhere
   - Hold a 2022 Civic Pride Award
   - Continue involvement in public events and sharpen marketing.
     It was agreed that SJ would draw up a draft paper for a special meeting of trustees on May 11th. A final draft of the charity's overall strategy would then be presented to the AGM for consideration on June 15th.

4. **Matters arising from the extraordinary meeting on 7th March**

   Trustees considered communications received following the extraordinary meeting. It was agreed that item three of meeting's minutes should be withdrawn from the public record as the item had not been discussed at the meeting and it was therefore not necessary to make any note. It was agreed that for reasons of transparency, the remaining minutes should be published.

5. **Draft Code of Conduct and disciplinary procedure**

   Trustees considered the Code of Conduct drafted by Yolanda Laybourne. Trustees felt that this was a helpful document but noted that 70% of charities had not adopted such a code. Nevertheless it was felt that such a statement of expectations would be useful to members and to the trustees, provided it highlighted essential behaviours and complemented the charity's existing policies.
   Trustees noted that disciplinary procedures were already catered for in the charity's constitution and that this would be sufficient for the time being.
   It was agreed that the committee should be asked to consider the draft Code of Conduct.

6. **Annual Trustees' report to members**

   It was agreed that the Acting Chairman would draft the report in time for trustees to consider it prior to the AGM.

7. **Election of Trustees**

It was agreed that, as the charity had a revised constitution and that our June AGM would be our first as a registered charity, it would be appropriate for all three current trustees should stand for re-election. The Acting Chair would contact committee members asking for expressions of interest in becoming trustees.

8. **Election of Officers**

It was agreed that the Acting Chair would contact current officers to ask them if they would welcome nominations for continuing their role. It was notes that the position of Chair and Vice-Chair were currently vacant.

9. **Appointment of a minute secretary**

It was noted that Jeanette Eason had tendered her resignation as minutes secretary for health reasons and after a period of outstanding service to the committee. Jeanette's resignation would take effect from the June AGM. The Acting Chair explained that Lorraine Parkes had expressed an interest in taking on the role. It was agreed that the committee would consider the matter on 13th April.

10. **Any other business**

Alexis Markwick suggested that members in public-facing roles should be seen to represent Bexhill Heritage exclusively by wearing Bexhill Heritage badge or tabard as appropriate. It was agreed to suggest that this point be included in the Code of Conduct.

Date of next Trustee's meeting

Wednesday 11th May 2022 (Face to face)