



York Area
Quaker Meeting

York Area Quaker Meeting: 10th October 2021

Minutes of a meeting of Trustees held at Acomb and partly via zoom

- 1. Trustees** Keith Barnes, Ros Batchelor, Nick Folkard, John Guest (Clerk), Brian Jardine, Lesley O'Neal, Barbara Penny (zoom), Roger Pierce, Jo Reilly (zoom), Geof Sewell

Invited Barbara Windle (AM Clerk)

- 2. Quorum** 9 Trustees being present our meeting is quorate.

2.1. Conflicts of Interest

No conflicts of interest have been declared.

- 3. Minutes of trustee meeting** held on zoom 13th June 2021, were agreed at the meeting, have been circulated and signed by the clerk

- 3.1. Matters arising** There are no matters arising not covered in the agenda.

3.2 Continuing minutes

Minute 8.1 Oct 2020 Health and Safety policy is still work in progress. Tracey Sharp and Roger Pierce hope to complete their visits to our various LMs soon.

4 Membership: Attachment, Membership numbers

The Membership numbers, broken down for each LM numbers are attached. We will use the September figures for the quotas this year and in the future.

5 Opening up.

Our Meetings are at various stages of opening up. We are satisfied that the risks are being adequately managed.

- 6 Finance: Attachment, AM budget 2022** Keith Barnes has updated us on our current financial situation. He has also explained the progress on our loss of income

insurance claim. Having received advice from our treasurer, we agree that the AM quota for 2022 should be £42/member.

The insurance claim for loss of interest due to the pandemic is progressing. So far we have received £76,499 and there will be a future payment. In the first instance we will reallocate this money to the AM property fund, equivalent to the 1.5 years contributions waived. We will return to the balance of the money when we know how much the final settlement will be.

7 Property Committee: Attachment Property committee minutes

We thank Brian Jardine, the convenor of the AM Property Committee for his report. We ask the AM property committee to commission a carbon survey of our various properties. This is to inform decisions, not just on insulation, but also how the buildings are heated.

We have heard various views about how the AM property fund should be financed as well as various opinions about what should be covered by this budget. For the time being, we will continue to fund via the property quota at the current rate of 0.7% of the insured value of our buildings. We ask Brian Jardine, Keith Barnes and Michael Sturge (s.t.c.) to meet with our clerk, to advise our next meeting on the adequacy of the amount, bearing in mind the known issues including disabled access and whether there is any surplus for improvements. We confirm the principle of acting as an AM community in this matter.

The AM property quota for 2022 will be £140/member.

We have heard about developments at The Retreat and are concerned that the future use of the Quaker burial ground may be prejudiced to some extent by the developer's proposals. We ask our clerk to contact the clerk of The Retreat Trustees with a view to a member of our AM being involved in the developing proposals.

8 Annual Report and Accounts

Our Annual Report and Accounts are still awaiting the completion of the Independent Inspection. We have filed for an extension with both the Charity Commission and with Companies House.

9 Employment: Attachment, Staffing report Sept 2021

We thank Roger Pierce for his extensive work rationalising the job descriptions and pay scales for our staff.

We note the appointment of two more Friargate staff members, one of whom is Tom Pierce (the son of Roger Pierce). We note the relationship and are content that Roger continues to lead on employment matters.

10 Safeguarding: Attachments, Safeguarding report to BYM 2021, Report of the Safeguarding Group 2021

The AM Safeguarding Coordinator, Nick Folkard, has shared with us a report of the work he is now instigating to implement our new Safeguarding Policy. The interim report of the Independent Inquiry into Child Sexual Abuse, (IICSA) has brought sharply into focus, the need for this work to be undertaken with great thoroughness, even if this means extra work and training for Friends. Our annual return to the BYM Safeguarding Coordinator is attached here.

The considerable training effort required is underway and we are cooperating with Pickering and Hull AQM. It is emerging that the LMs may be able to share the “responsible persons” named in the policy.

We are hugely grateful to Nick Folkard and the others who are now doing this work, especially the Deputy Safeguarding coordinator, Lois Folkard.

11 Archiving and Data: 2Attachments, Data and records report: Archivist’s report

We thank the Data and Records group for their continuing work. We also thank Ros Batchelor, the AM archivist for her report and all the work she does on our behalf.

We ask Geof Sewell to circulate to our LMs, the draft schedule of documents to be retained. This is in order to start the process of forwarding minutes to Friargate for archiving.,

12 Nominations and Future trustees.

Lee O’Neal attended the recent meeting of the AM nominations committee on our behalf. She has spoken to us about this meeting. We appoint Lee as our representative on this group until 31st December 2023. We ask all Trustees to join in the search for new Trustees, suggesting names to the AM nominations committee.

13 Policies

Data Protection. We can expect a revised policy and practice to be presented to us for approval early next year.

Performance management Was due to be reviewed in June 2021. We ask Roger Pierce to review this policy for our next meeting.

14 Northern Friends Peace Board

We do not feel able to decide to meet the suggested quota. WE ask our Clerk to forward all of the previous minutes and emails to the AM Clerk.

15 Farewells,

Barbara Penny and Jo Reilly are leaving Trustees at the end of this year. We will miss them both and thank them for their service. The appointment of a Trustee to have oversight of burial grounds is no longer considered necessary. This responsibility will be covered by the AM property committee.

Keith Barnes	AM Treasurer	
Ros Batchelor	AM Archivist	Property committee
John Guest	Clerk	
Brian Jardine	Property	
Lee O'Neal	AM enumerator	Bookkeeper
	Burial Grounds	
Roger Pierce	Health and Safety Employment	
Nik Folkard	Safeguarding	
Geof Sewell	Data Protection	

16. **Future meetings**

We hope to hold our January meeting face to face, with a zoom option. Our Clerk will circulate proposed dates and times for 2022.

John Guest
Clerk of Trustees 10th October 2021.