

Charities and Trusts Committee

Tuesday, 14 June 2016

10.00 am

Dining Room, County Buildings

John Tradewell
Director of Strategy, Governance and Change
6 June 2016

A G E N D A

1. **Apologies**
2. **Declaration of Interests**
3. **Minutes of the previous meeting held on 5 February 2016** (Pages 1 - 2)
4. **Report on items relating to trust land generally including that at the Chetwynd Centre and the Nicolson institute** (Pages 3 - 8)
5. **Exclusion of the Public and Press**

The Chairman to move:-

“That the public be excluded from the meeting for the following items of business which involve the likely disclosure of exempt information as defined in the paragraphs of Part 1 of Schedule 12A (as amended) of the Local Government Act 1972 indicated below”.

PART TWO (reports in this section are exempt)

6. **Exempt Minutes of the previous meeting held on 5 February 2016** (Pages 9 - 12)

Membership	
Tim Corbett (Vice-Chairman)	Sandra Hambleton
Peter Davies	Ian Lawson
Brian Edwards (Chairman)	

Note for Members of the Press and Public

Filming of Meetings

The Open (public) section of this meeting may be filmed for live or later broadcasting or other use, and, if you are at the meeting, you may be filmed, and are deemed to have agreed to being filmed and to the use of the recording for broadcast and/or other purposes.

Recording by Press and Public

Recording (including by the use of social media) by the Press and Public is permitted from the public seating area provided it does not, in the opinion of the chairman, disrupt the meeting.

Minutes of the Charities and Trusts Committee Meeting held on 5 February 2016

Present: Brian Edwards (Chairman)

<p style="text-align: center;">Attendance</p> <p>Tim Corbett (Vice-Chairman) Ian Lawson</p>
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Apologies: Peter Davies and Sandra Hambleton

PART ONE

48. Declaration of Interests

Trish Rowlands declared that she is the Chair of Governors at Stafford Manor High School and an appointed Member of the Partnership's Governance Forum.

49. Minutes of the previous meeting

RESOLVED – That the minutes of the meeting held on 17 November 2015 be confirmed and signed by the Chairman.

50. Exclusion of the Public and Press

51. Exempt Minutes of the previous meeting

52. Trust land known as the Chetwynd Centre, Newport Road, Stafford - Extension of use by Flash Ley Primary School

53. Stafford 14-19 Partnership - Business Plan 2016-2020

Chairman

Local Members' Interest	
Maureen Compton	Stafford Central

Charities and Trusts Committee - 14 June 2016

Report on items relating to trust land generally including that at the Chetwynd Centre and the Nicolson institute

Recommendations

1. That the Committee hears from Stuart Lane in relation to the practical and commercial considerations for the disposal of the Chetwynd Centre.
2. That the Committee gives consideration to the appointment of an expert to provide on-going practical and commercial advice and support in relation to the disposal of the Chetwynd Centre and the whole of its property portfolio.
3. That the Committee receives advice on the options for reinstatement of rooms at the Chetwynd Centre and agrees on the best course of action.
4. That the Committee agrees to the erection of a blue plaque on the Nicholson building.

Report of the Director of Strategy, Governance and Transformation

Background

Staffordshire County Council's role as a Charity Trustee

1. Trustees have and must accept ultimate responsibility for directing the affairs of a charity, ensuring that it is solvent, well-run and delivers the charitable outcomes for the public benefit for which it has been set up.
2. Charity trustees have a duty to act solely in the best interests of the charity and its beneficiaries with a view to furthering its charitable purposes and for no other purpose whatsoever. They must also ensure that any charitable assets are managed independently and prudently in accordance with their charitable purpose and any restrictions in the charity's governing document.

Chetwynd Centre

3. On 16 July 2015 the Committee considered various options that had been put forward by the County Council in relation to the long term future of the Centre and decided that the approval of the Charity Commission should be sought for the Charity's objects to be amended to allow for the disposal of the Centre by way of sale, but without requiring the Centre to be replaced with equivalent land. Following the sale of the Centre, the capital receipts will be invested in the permanent endowment of the Charity. The approval of the Charity

Commission was obtained for the Charity's objects to be amended and they subsequently provided a replacement Scheme.

4. Consideration is now required in relation to the practical and commercial arrangements for the sale of the Chetwynd Centre and the Committee are advised to receive a verbal report from Stuart Lane on this point and to give consideration to the appointment of an expert to provide on-going advice and support relating to the Centre's disposal.

Charity portfolio

5. It is understood that the Charity property portfolio would benefit from oversight and day to day management by a relevant expert. A number of properties require urgent attention and decisions to be made about them.
6. The Committee are asked to hear from Stuart Lane on this point and to consider the instruction of an expert to oversee the wider Charity property portfolio, to deal with routine matters, bring issues to the Committee's attention and to advise on all practical and commercial aspects of the properties.

Flash Ley Primary School

7. The health and safety issues at Flash Ley Primary School have been resolved and it will open its doors to enrolled students in September 2016. At the moment the main school is located at the Chetwynd Centre, the Speech and Language facility is delivered from Tillington Manor and the nursery provision from Stafford Manor High School.
8. During the Summer holiday period all school equipment from the Chetwynd Centre will be moved back to Flash Ley Primary School.
9. There are plans to reinstate the car park but no proposals to reinstate the rooms within the Chetwynd Centre. Headteacher of the Collegiate Steve Smith believes there is no need to do so in light of the fact that their students (who will be the only persons in occupation) will not be making use of them in their remaining time.
10. The Committee are asked to hear from Stuart Lane on the options for reinstatement and make a decision on whether this work should be undertaken.

Blue plaque on Nicolson Building

11. A request has been made by a representative of Staffordshire Moorlands District Council to place a blue plaque on the Nicolson building in memory of Joshua Nicholson. Further information in support of the request is attached as Appendix 1 together with details about the size and placement of the plaque.

12. The Nicholson building is Grade II listed and therefore a request needs to be made via the listed building consent route and the District Council. Subject to both permissions being granted the Charity Committed are asked to give their approval to the erection of a sign.

Equalities Implications

None

Legal Implications

The Centre is separate from the County Council's own landholdings. The Committee, in its capacity as Trustee of the Charity is legally obliged to ensure that the Charity is managed in accordance with its objects and to prevent any conflicts of interest between the administration of the Charity and the County Council.

Resource and value for Money Implications

The Scheme provides that the Committee may apply the Charity's income and capital in meeting any reasonable expenses properly incurred when acting on behalf of the Charity.

Risk Implications

Decisions made by the Committee must be made in its capacity as Trustee only and must ensure that any decisions are made in accordance with the Charities Act 2011 and Charity Commission guidance.

Report Author: Michelle Rowe, Senior Solicitor and Team Leader, Legal Services Unit, Staffordshire County Council

Rowe, Michelle (D,L&T)

From: Johnson, Jean (Place)
Sent: 10 March 2016 10:13
To: Rowe, Michelle (D,L&T)
Subject: FW: A Blue Plaque on the front entrance of the Nicholson Institute.

Good morning, Michelle.
Please see the email below.
Regards

Jean Johnson
District Supervisor
Moorlands Libraries
Library and Information Service
Staffordshire County Council
Leek Library
Stockwell St
Leek
ST13 6DW
01538 483208
jean.johnson@staffordshire.gov.uk

-----Original Message-----

From: Roger Warrillow [<mailto:roger.warrillow@gmail.com>]
Sent: 09 March 2016 10:05
To: Johnson, Jean (Place)
Subject: A Blue Plaque on the front entrance of the Nicholson Institute.

Dear Jean,

Thank you in anticipation of forwarding the details below to the relevant parties at the County Council on behalf of the Leek and District Civic Society, who, are endeavouring to enlighten people of the history and architecture through the medium of Blue Plaques. We have so far placed two plaques in Leek, one on Parker House, Church Street, The birth place of Thomas Parker 1667-1732 1st Earl of Macclesfield, Lord Chancellor of England 1715-1725. The second at Greystones house on Stockwell Street dedicated to William Morris and Leek founder members of The Society for the Protection of Ancient Buildings, saved this building in 1884.

We would like to place a Blue Plaque in memory of Joshua Nicholson to the left of the main entrance above the Library opening times board which so far seems the most appropriate site. The Blue Plaque would be about 14 to 16 inches wide and sympathetically secured to the stone work. All these details would go through the usual channels of planning permissions of English Heritage listed buildings set in a conservation area and other planning criteria. The plaque would read as follows;

Joshua Nicholson 1812-1885 Silk Manufacturer gave the Nicholson Institute to the Town in 1884.

The cost through the endeavours of the Leek and District Civic Society have reduced the costs of applying for permission and buying and erecting a Blue Plaque to a minimum whether it be made of resin or metal. The cost is usually approx £450.

The Leek and District Civic Society has limited funds and would be very grateful for any assistance that may be available.

I hope this information is sufficient at this stage, however who ever it may concern please do not hesitate to contact me for further details which may be necessary.

All parties would be kept up to date once the go ahead is given e.g. Precise location of the plaque on the building, unveiling date and all other relevant details.

Yours sincerely,

Roger Warrillow.
Sent from my iPad

Not for publication by virtue of paragraph(s) 3
of Part 1 of Schedule 12A
of the Local Government Act 1972

Document is Restricted

