

The Belsize Society

Minutes of the Committee Meeting at 19.30 pm on Tuesday 9th May 2023
at Flat 1, 20 Netherhall Gardens NW3 5TH

Present: PV (Chair), BA, AS, DT,

Apologies for Absence: TS, PW

Minutes of last Meeting

The Minutes of the meeting on 11 April were approved

Committee Membership

It was noted that AA and PW had been co-opted to serve on the committee.

BeISoc Business

- 1) Neil's passing and next steps
 - (a) Bank mandates: Noted: PV is now operating the Santander account online.
 - (b) Agreed: the mandates and signatories will be changed when a new treasurer is found
 - (c) New Treasurer. Noted: JB was not in a position to act a treasurer but would assist with a handover when a new treasurer is found. The forthcoming newsletter contains an appeal for a volunteer to act as treasurer.
 - (d) Charities Commission and HMRC. Noted: that PV will ask MJ to inform the Charities Commission of the decease of a trustee. There is no urgency about informing HMRC and that should wait until a new treasurer is in place.
- 2) Progress on Queen's Canopy:
 - (a) Noted: the trees are growing well, their planting has been registered as part of the Queen's Green Canopy and the central IT team concerned is attempting to locate and forward the "virtual plaque" recording this.
 - (b) Agreed: BA will contact the Camden Tree officer about further upgrades, in particular new benches (to commemorate Diana Delf and Neil Harris, and local resurfacing
- 3) Retrofitting network update
 - (a) Noted: A retrofitting email address has been set up. There is an article in the forthcoming newsletter about the proposed network. An event for the network is to be organised in the autumn.
- 4) Consultation on permanent proposals for cycle lanes etc on Haverstock Hill and Rosslyn Hill
 - (a) Noted: Camden Council have opened a consultation which runs until 23 May
 - (b) Agreed: AS will send a general email to members alerting them to the consultation. DT will send an email directly to council officers and councillors requesting a redesign of the bus stops so that it is not necessary to cross the cycle lanes to board buses.
- 5) Other AGM actions:
 - (a) Noted: Tom's powerpoint slides have not yet been received for the website. PV to follow up.
 - (b) Noted: there had not been space in the forthcoming newsletter to include information on how to report abandoned hire e-bikes. This information will be included in August.

Finance

1. Noted: BA had been able to draw up accounts for the quarter from January to March. The Belsoc's financial situation is sound.

Membership

1. New members: Noted: AS reported one actually paid up new member and four expected to pay online very shortly

Events

- 1) Noted: the Summer Party will be at the home of at DB at Garden Flat, 17 Lambolle Rd, NW3 4HS at 3pm on Sunday 18 June
- 2) Noted. A joint event with the Friends of Library has been organised for 16 June, Fabian Watkinson, "The House that no one wanted: Erno Goldfinger & 2 Willow Road. Agreed; AS will email members about a week in advance.

Publications

1. Newsletter (PV): Noted: a very full May newsletter was currently at the printers.
2. TYCT 2023: Agreed: Publication of TYCT should be possible for distribution with the August newsletter. PW is looking after this.

Planning

1. Comments/objections:
 - a) Noted: No objections this month
 - b) Noted: There had been substantial delays in Camden's registration of applications on their website, and in their decision-making process. It seems that some additional staff resources have been provided, and some of the backlog is being tackled.
- 3) Howitt Close:
 - a) Noted: An application has been made to English Heritage to reconsider the refusal to grant Grade 2 listed status to Howitt Close, on the basis of further research and evidence about the historical importance of wartime residents of the flats.
 - b) The Developer's appeal against Camden's refusal of their first application for planning permission has now been registered by Camden and the Planning Inspectorate, and a hearing set for 4 July. It is thought this will be a face-to-face hearing. TS has applied to be a party to the hearing to represent Belsoc.

Trees

1. Comments/objections: Noted: no objection this month.

Any other business:

Meeting dates: noted: the Committee does not normally meet in August. However, this year it might be more convenient to meet in August but not in September. Agreed: a decision will be made at the next meeting

Date of next Meeting: Tuesday, 13 June at 19.30, **Location:** Flat 1, 81A Belsize Park Gardens

BelSoc Treasurer role (BA email)

1. Update Bank Mandates (in hand PV)

Santander Current A/C

CAF Bank Deposit A/C

2. Find new Treasurer:

- See if Justin Barrington (Independent Examiner) is able/willing to take on the role, either on permanent or interim basis
- Prepare Treasurer job description for discussion at April Committee meeting. (Invite Justin to meeting for his general input?)
- One final request to members for volunteer treasurer
- Advertise role on ICAEW Volunteering

Section https://recruit.icaew.com/page/10283?pk_vid=0919453839275fd2167888957408bfa8

3. Day-to-day book-keeping/accounting

- Committee member to be responsible, until new Treasurer appointed, for maintaining record of receipts & payments. (?AS)
- Basic accounts for q/e 31.03.23 to be prepared & presented at May Committee meeting. (?BA)
- Establish if Neil used accounting software or Excel for book-keeping/producing accounts?

4. Charities Commission matters:

- Who has authority to update Charity Commission Register online (for change in Trustees)?
- Find 5th Trustee as required by Governing Doc (ideally new Treasurer)
- Charities Commission reporting (31.12.22 Accounts & TAR) due by 31.10.23
- Once new Treasurer appointed, good time for Trustees to formally review financial controls?

5. HMRC Compliance:

- Set up authority for new Treasurer/Another Committee Member to access BelSoc's HMRC online account. (BA could cover interim if new Treasurer isn't in place by, say, 31.05.23)
- Submit Corporation Tax Return for y/e 31.12.22 by 31.12.23 (but better done before 30.09.23 to avoid payment reminders).

6. Charitable Donations

- Liaison with charities after Oct Committee meeting about potential 2023 donations
- Pay over 2023 donations by 31.12.23.