

**London Borough of Enfield
Mayor's Charity Appeal Fund
Registered Charity Number 283320**

Minutes of the meeting of the Trustees of the Enfield Mayor's Charity Appeal Fund held in the Mayor's Parlour on Monday 2nd September 2019.

MEMBERS

Trustees:

Councillor Elif Erbil (EE)
Councillor Edward Smith (ES)
Councillor Hass Yusuf (HY)

Ex-Officio Members:

Mayor in Office: Councillor Kate Anolue (KA)
Chief Executive: Ian Davis (ID)

Invited Guests:

Cllr Nesil Caliskan (NC)

OFFICERS

Jeremy Chambers (JC) – Director of Law & Governance (Monitoring Officer)
Claire Johnson – Head of Governance & Scrutiny (CJ)
Koulla Panaretou – Mayor's Office Manager (KP)

		<u>ACTION</u>
1.	APPOINTMENT OF CHAIR FOR 2017-18 MAYORAL YEAR Agreed that Cllr Hass Yusuf was appointed as Chair of the Trustees for the Mayoral year 2019-20.	
2.	APOLOGIES FOR ABSENCE The Chair welcomed everyone to the meeting. Apologies for absence from Cllr Edward Smith and Claire Johnson.	
3.	FREEDOM OF INFORMATION REQUEST – ENFIELD SOUNDS GREAT and INFORMATION REQUIRED FROM RECIPIENTS OF MAYOR'S CHARITY APPEAL FUNDS By way of background JC provided a precis of events: At the Trustee meeting dated November 2017, it was agreed that funds raised by Cllr Bernie Lappage in her Mayoral year 2016-17 were to be divided as follows:	

£7,000 to be equally distributed to the charities identified during the Mayoral year. £13,545 to be transferred to a new Charitable Trust, named Enfield Sounds Great, to be used to promote and support music participation in Enfield.

A freelance journalist has recently requested a copy of the November 2017 minutes under FOI. This was declined as the information is owned by the Charitable Trust and not Council business, therefore no Council Officers can disclose details to the journalist. The Trustees are now being asked to agree with the minutes being released (once any personal data has been redacted).

In response the following comments were received:

- NC was contacted directly by the journalist about the funds and feels that in order to protect the reputation of the Council, that these minutes be provided by way of transparency.
- NC felt that the transfer of the monies to Enfield Sounds Great Charity before it had been set up was highly unusual and for the Leader of the Council (at the time) to be a trustee of the Charity.
- JC confirmed that although not common, this was not unusual for a Councillor to be Trustee of a charity and agreed that a framework to ensure where monies have been spent is required moving forward.
- JC advised that the Trustees delegated authority to him to make the decision at the meeting in November and more time was allocated to ensure set up of the Charity took place and legally agreed
- He recommended the following points for approval moving forward:
 1. Update the Trust Deed to reflect changes requested and tighten procedures.
 2. The Charities benefiting from monies raised need to provide proof of how they have used the funds appropriately within a set timeframe to be agreed.
 3. Agree that the minutes of the Trustee Meeting dated 16th November 2017 be released to the journalist in question.
 4. Agree that by the next meeting of the Trustees in November, all minutes agreed (usually by the next year, namely 2020 in this instance and thereafter) be published on the Council's website.
 5. Agree that any further FOI requests in relation to the Charity Trust Fund be dealt with in the normal Council manner.
 6. The beneficiaries of future funds raised by the Mayors Charity Appeal fund should already be existing charities.
 7. No funds to be awarded to a Charity where the Trustee is a Mayor, Deputy Mayor or Cabinet Member.
 8. JC to write to Trustees of Enfield Sounds Great to request confirmation of the current Trustees in place and how the money has been used, together with a copy of the audited accounts.

AGREED by all the Trustees that the above recommendations be implemented and taken forward.

JC

6.	ANY OTHER BUSINESS There were no further items to be discussed.	
7.	DATE OF NEXT MEETING AGREED that the next Trustees Meeting will be arranged in the autumn once the final accounts were finalised by the Council's Audit Team.	