

## FSSE trustees meeting 12 November 2011

**Present:** Keith Walton, Philippa Stanger, Imran Tyabji, Kathy Gibbs, Alan Pearmain, David Holtam

**Apologies:** Mat Paskins

1. We approve the draft accounts, subject to their being examined. We ask Keith Walton and Imran Tyabji to prepare the annual report.
2. We note that trustees now have liability insurance cover.
3. We wish to proceed with incorporation as a company along the lines suggested by David Holtam, noting that the charity commission do not require us to register as a charity yet. Assuming that this decision is ratified by the AGM, we ask the governance sub-committee to do this. We also ask them to register FSSE with HMRC as a charity so that we may be able to reclaim Gift Aid when appropriate.
4. We are very pleased with the progress being made on the FSSE reunion, and hope that their oral history training goes well. We look forward to receiving further updates in due course.
5. We reflected briefly on the state of FSSE. Overall we feel that both events are in good heart, there is vitality in the new initiative of the Reunion, that governance is in good shape and the management system is working.

Keith Walton  
Clerk to trustees