

**MINUTES OF A MEETING OF THE TRUSTEES OF THE SUSSEX COUNTY FOOTBALL ASSOCIATION  
BENEVOLENT FUND HELD VIA TEAMS ON THURSDAY 28 JANUARY 2021 COMMENCING AT 6pm**

**PRESENT:** Mathew Major, Ken Benham, Jack Woolsey, John Edwards, Mo Abbas, Charles Dudley, Pauline Fox, Tony Kybett, Richard Sargeant, Liz Symons, Steve Walker, Thura KT Win, Vicki Windslow

**APOLOGIES:** None

**WELCOME**

Mathew Major welcomed those present to the first meeting of the new Board of Trustees of the Sussex County FA Benevolent Fund. He asked if there were any objections to Vicki Windslow, the Executive Administrator at Sussex County FA attending the meeting to take notes. No objections were received.

**CONFIRMATION OF TRUSTEES**

The following were confirmed as Trustees of the Sussex County FA Benevolent Fund:

Mathew Major  
Jack Woolsey  
Ken Benham  
John Edwards  
Tony Kybett  
Thura KT Win  
Elizabeth Symons  
Pauline Fox  
Charles Dudley  
Muhammad Abdulla  
Richard Sargeant  
Steve Walker

**ELECTION OF OFFICERS:**

The following officers were elected unanimously by the Trustees:

- a) Chairman – Mathew Major
- b) Treasurer – Jack Woolsey
- c) Secretary – Ken Benham

The Chairman thanked the previous Trustees for all their hard work and service to the Fund and to Sussex County FA over many years:

Vic Marley  
Mike Brown  
Nigel Williams  
Roy Cheshire  
Roger Brace  
Ian Farrell

The Chairman, on behalf of everyone at Sussex County FA, passed on his best wishes for a speedy recovery to Vic Marley, currently unwell in hospital.

**STATEMENT FROM THE CHAIRMAN**

It has been said in the past, that if the Board of Directors ever became Trustees, the fund might be used for other reasons. Let me confirm here today, that the Funds currently held, along with the Funds we hope to add in the coming years, will be used by the Benevolent Fund, for the benefit all participants under the current rules.

However, there will be a review of operations, such as how we will process claims, approve them, pay them, and eventually audit them.

We will also undertake to review current Policies, such as Investment, safeguarding vulnerable beneficiaries, conflicting interests, volunteer management, and complaints handling.

We will also look at the current criteria for claims and see if this can be improved or expanded, within the terms set out in Charity Commission.

The Chairman then asked the Trustees to agree to the following statement:  
'As Trustees, we commit today, to be compliant under the laws specific to charities. As a charity we will comply with the Charities Act, the Trustees Act, and any laws on political activity and fundraising.'

All Trustees agreed to the Statement.

**FINANCIAL REPORT – Secretary**

The Secretary summarised the current financial position of the Benevolent Fund and the process for applications for grants from the fund to be made and considered.

The Secretary proposed that with the current share value falling considerably in 2020, along with continuing fluctuations, it would be prudent to withdraw all current investments in shares at an appropriate time, and place these into a new separate account at Barclays Bank, to avoid further losses and give greater protection to the funds being held. All Trustees agreed.

The Secretary thanked Thura KT Win, Tony Kybett and Steve Walker for their consideration and approval of applications for grants that have so far been received in 2020-21.

**OPEN DISCUSSION – All Trustees**

There followed an open discussion which, among other things: clarified the responsibilities of Trustees; identified a number of operational issues which required further consideration; and highlighted the need and potential opportunities to raise the profile of the Fund going forward.

**ANY OTHER BUSINESS – None**

**DATE OF NEXT MEETING:** To be confirmed

There being no other business the meeting closed at 19:35. These minutes are subject to confirmation.

**SIGNED:**..... **DATED:**.....