



The Committee of Aldermen to Administer the Sir William Coxen Trust Fund

Date: THURSDAY, 5 MARCH 2015
Time: 11.00 am
Venue: COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

Members: Alderman Nick Anstee
Alderman Sir Michael Bear
Alderman Charles Bowman
Sheriff & Alderman Dr Andrew Parmley
Alderman Sir David Wootton

Enquiries: Saimah Tahir
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Lunch will be served in the Guildhall Club at 1pm
NB: Part of this meeting could be the subject of audio or video recording

John Barradell
Town Clerk and Chief Executive

AGENDA

Part 1 - Public Reports

1. **APOLOGIES**
2. **OBJECTS**
To note the objects of the Sir William Coxen Trust Fund.

(Pages 1 - 2)
3. **MINUTES**
To agree the minutes of the meeting held on the 9th September 2014.

For Decision
(Pages 3 - 8)
4. **ROYAL NATIONAL ORTHOPAEDIC HOSPITAL PROPOSAL**

For Decision
(Pages 9 - 14)
5. **DRAFT APPLICATION FORM FOR THE SIR WILLIAM COXEN TRUST**

For Decision
(Pages 15 - 18)
6. **LETTERS OF THANKS**

For Information
(Pages 19 - 48)
7. **APPLICANT MATRIX**

For Information
(Pages 49 - 50)
8. **APPLICATIONS FOR A GRANT OF MONEY**

For Decision
(Pages 51 - 174)
9. **ANY OTHER BUSINESS**
10. **DATE OF NEXT MEETING**
10th September 2015 at 10.30am

THE SIR WILLIAM COXEN TRUST FUND
[Reg. Charity No. 206936]

OBJECTS

By the will of Sir William Coxen, who died in April 1946, the Court of Aldermen became Trustees of The Sir William Coxen Trust Fund. The Court were requested to appoint a Committee of six Aldermen, four who have passed the chair and two who have not passed the chair, to administer the Fund.

Sir William requested that the income of the Fund be applied to provide a dinner to the Court of Aldermen once a year for a sum not exceeding £100 per annum when they were to meet to decide the business of the trust. Each member of the committee who attends was to be paid the sum of one pound, one shilling.

The Trustees have agreed not to spend the £100 on an annual dinner and have waived their right to the attendance allowance.

Under the terms of the Trust, the balance of the income must be applied for the benefit of all or any of orthopaedic hospitals of England, and other hospitals or charitable institutions carrying on similar work (with preference being given to the Royal National Orthopaedic Hospital of Great Portland Street, London) in such shares and proportions as the Committee thinks fit. In making his bequest, Sir William had it in mind that *'...young children up to the age of 14 years should be periodically examined to see that they are growing into healthy men and women and that correction in any faults in them that may arise should be made...'*

The Committee usually meets twice a year to administer the Trust Fund.

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**THE COMMITTEE OF ALDERMEN TO ADMINISTER THE SIR WILLIAM COXEN
TRUST FUND**

Tuesday, 9 September 2014

Minutes of the meeting of the Committee of Aldermen to Administer the Sir William Coxen Trust Fund held at the Guildhall EC2 at 10.15 am

Present

Members:

Alderman Sir Michael Bear

Alderman Charles Bowman

Sheriff & Alderman Dr Andrew Parmley

Officers:

Saimah Tahir

Town Clerk's Department

Steven Reynolds

Chamberlain's Department

1. OBJECTS

The Objects of the Sir William Coxen Trust were noted.

2. APOLOGIES

Apologies were received from Alderman Nick Anstee, Alderman David Graves and Alderman Gordan Haines.

3. MINUTES

The minutes of the meeting held on 5 December 2013 and the 8 July 2014, were approved as an accurate record.

4. LETTERS OF THANKS

Letters of thanks for the grants of money agreed at the 5 December 2013 and the 8 July 2014 meetings were noted.

5. FINANCIAL STATEMENTS FOR YEAR ENDING MARCH 31 2014

The Financial Statements for year ending 31 March 2014 were circulated as a supplementary report of the Chamberlain.

RESOLVED – That the Committee receive and agree the accounts as an accurate record.

6. APPLICANT MATRIX

The Applicant Matrix was received by the Committee.

A Trustee suggested that a number of changes should be made to future application matrices. The changes include:

1. numbered applications
2. agenda pack pages numbers for each application

3. a column to indicate what particular medical condition the application related to e.g. brain injury or cerebral palsy.
4. the age range of the beneficiaries e.g. children, teens or adults.

RESOLVED – That the applicant matrix be received by the Committee and the changes be implemented for future years.

7. APPLICATIONS FOR A GRANT OF MONEY

The Trustees considered the applications for financial support, in total there were 28 applications requesting donations of varying amounts of money. 11 applications were approved by the Trustee and a total of £20,500 was granted.

A Trustee discussed the possibility of creating an application form to be completed by charities requesting a grant. He suggested that the form should include details of;

- charity number
- financial information
- past funding received from the Sir William Coxen Trust Fund
- past refusal by the Sir William Coxen Trust Fund
- amount of money requested.

Officers had spoken to various charities administered by the Corporation of London and would circulate a draft application form for Trustees to consider before the next meeting.

A Trustee suggested that an external Expert with appropriate expertise assist Sir William Coxen Trust Fund. He suggested the expert could be a medical or healthcare professional who would provide the Trustees with advice on whether or not the charities fit the Trust objects. The Trustees suggested that the Royal National Orthopaedic Hospital in Great Portland Street be contacted to establish whether an individual could be provided as well as approaching the former Lord Mayor Sir John Chalstrey who was a surgeon. Officer's agreed to investigate whether a suitable individual could be approached to join the Trust Fund.

The objects of the Trust Fund note the Royal National Orthopaedic Hospital as the preferred beneficiary of funding from the Sir William Coxen Trust Fund. A Trustee suggested The Royal National Orthopaedic Hospital be invited to provide a project proposal for long term funding. The Trustee believed this would provide a better method for the Sir William Coxen Trust Fund to make a significant improvement to the patients of the Hospital. £20,000 - £50,000 should be allocated to fund a 3 year project and the Hospital should be invited to present their proposal to the Trustees at the December 2014 meeting.

RESOLVED – That,

- the National Orthopaedic Hospital in Great Portland Street and Sir John Chalstrey be approached to assist the Trust as Experts.
- the Royal National Orthopaedic Hospital be invited to submit a proposal for long term funding.
- the following grants be agreed:

Birmingham Children's Hospital

A grant of £2,500 be awarded

Brian Injury Rehabilitation and Development

No grant be awarded on this occasion

British Dyslexia

No grant be awarded on this occasion

Caudwell Children

A grant of £1,000 be awarded

Cerebra

No grant be awarded on this occasion

Clowns in the Sky

No grant be awarded on this occasion

Dame Vera Lynn Trust

A grant of £2,000 be awarded

Event Mobility Charitable Trust

No grant be awarded on this occasion

Fledglings

A grant of £2,000 be awarded

Handicapped Children's Action Group

No grant be awarded on this occasion

Inclusive Environments

No grant be awarded on this occasion

NeuroMuscular Centre

A grant of £1,500 be awarded

Noahs Ark Childrens Hospice

A grant of £2,000 be awarded

Osteopathic Centre for Children

A grant of £2,000 be awarded

Queen Elizabeth Foundation

No grant be awarded on this occasion

Red Boots

A grant of £2,000 be awarded

Royal National Orthopaedic Hospital
No grant be awarded on this occasion.

Scat Bone Cancer Trust
A grant of £1,500 be awarded

Self Management UK
No grant be awarded on this occasion

Shine
A grant of £1,000 be awarded

Snowflake School
No grant be awarded on this occasion

St Louies Church
No grant be awarded on this occasion

The Jennifer Trust
No grant be awarded on this occasion

Therapy Centre
No grant be awarded on this occasion

Treloars
A grant of £3,000 be awarded

University of Surrey
No grant be awarded on this occasion

Whizz-Kidz
No grant be awarded on this occasion

Strongbones
No grant be awarded on this occasion

8. **ANY OTHER BUSINESS**
There were no items of urgent business.

9. **DATE OF NEXT MEETING**
The next meeting would be held on the 3rd December 2014 at 10.30am.

The meeting closed at 10.30 am

Chairman

Contact Officer: Saimah Tahir
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