

2nd Meeting of the Trustees of the Charitable Company Limited by Guarantee known as *The Baron Courts of Prestoungrange & Dolphinstoun* held at The Courts, The Gothenburg, 227/229 High Street, Prestonpans, East Lothian on February 18th 2003

Present: Baron of Dolphinstoun (Chairman)
Mathew Wills Yr of Prestoungrange *
Lady of Prestoungrange
Baron of Prestoungrange
Baron Sergeand (Secretary)
* attended by telecom and email

1. Minutes of the Inaugural Meeting held on August 19th 2002

Confirmed: 1.1 That these were a correct record.

2. Membership of the Charity

Agreed: 2.1 To invite those individuals now involved with the work of The Charity to consider whether they wished to become a 'Friend of the Baron Courts' - namely Jim Forster, Annemarie Allan and Andrew Crummy on the terms set out below and agreed at the Inaugural Meeting.

- **Friends of the Baron Courts** – *being those who are elected by the Trustees from time to time who shall never be required to pay any Guarantee of £1000 under Memorandum of Association Clause 7 at any time but who shall accept the sole liability in the event of dissolution to contribute £1 under such Clause 7, who shall be entitled to Notice of and to attend and speak at all General Meetings of the Baron Courts provided they shall pay an Annual Subscription of £50 but not having the right to vote thereat.*

3. Opening of Bank Accounts for The Baron Courts

Reported: 3.1 That the Baron Sergeand in consultation with the Procurator Fiscal had made appropriate arrangements with the Royal Bank of Scotland in Prestonpans rather than the

Bank of Scotland as originally envisaged.

4. Financial Accounts to December 31st 2002 and their Auditing

4.1 That Dr Richard Dobbins & Co had agreed to act as Auditors and Tony Gillingham was assisting the Procurator Fiscal with the preparation of the accounts in time for the 2nd AGM to be convened on July 24th 2003.

5. Pattern of Operations and Charitable Activities

5.1 That the final drafting of the agreement under Clause 5.2.4 with Baron Courts of Prestoungrange & Dolphinstoun (1998) Limited by Guarantee (which has no share capital whatever), for the provision of agreed management services necessary to the conduct of appropriately specified activities on its behalf to achieve its Objects is still awaited.

5.2 That the Baron Sergeant and Procurator Fiscal had still not been able to clarify all matters with respect to VAT both collectable and payable on supplies including the provision of management services to the Charity by Baron Courts of Prestoungrange & Dolphinstoun (1998) Limited, and any services commissioned from other suppliers within and outwith the European Union, and that this was now urgent.

5.3 That the statutorily required leaflet as a Charity had been prepared and was available to enquirers from Anne Taylor at The Courts.

5.4 That as soon as the first set off accounts to December 31st 2002 are audited and approved by the Trustees they will be available for members of the public on enquiry for the agreed fee.

6. Donations Received

6.1 That donations had already provided the charity with in excess of £28 000 by year end together with the annual subscriptions at £50 each.

Confirmed:

6.2 That the Baron Sergeant as 'Designated Officer' had met with Officers at the Inland Revenue in Edinburgh and received into the bank account its refunds of taxation for the work of the

Charity.

7.

Date and Time of Next Meetings

7.1 That the 3rd Meeting of the Trustees would be held at The Courts at the Registered Office on July 24th 2003.

7.2 That the 2nd Annual General Meeting of the Charity would be held at 09.00 hrs on even date and at the same venue.

Action Lines to July 24th 2003

1. Arrange for collection of Annual Subscriptions with effect from September 1st 2003 from all Founder Members and Friends of the Baron Courts.
2. Prepare of year end accounts to December 31st 2002 for the auditor and Trustees.
3. Preparation and signature of the Management Services Contract with Baron Courts of Prestoungrange & Dolphinstoun (1998) Limited.
4. Clarification of all VAT aspects of the work of the Charity.

