



## East Lancashire Masonic Charity

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### THE EAST LANCASHIRE MASONIC CHARITY

MINUTES OF THE ANNUAL GENERAL MEETING OF THE EAST LANCASHIRE MASONIC CHARITY  
THAT TOOK PLACE AT STANLEY HOUSE, AUDENSHAW MASONIC HALL, MANCHESTER ROAD,  
MANCHESTER, M24 5GB, ON 26 SEPTEMBER 2024

#### **Introduction by the President**

The President welcomed all attendees to the 2024 Annual General Meeting of the East Lancashire Masonic Charity ('ELMC') and thanked all present for their attendance and showing support for our Charity.

The President said that before the commencement of business of the Annual General Meeting there were to be two presentations from recipients of Grants during the year 2023. The President went on to say that the presentations will give small taste of how the donations of the Brethren made such a real difference to the lives of the beneficiaries.

The President went on to say that in January 2023 the Art 4 All Charity, received £1,830 from the ELMC Benevolence Committee's Education Fund to cover the project costs involved in students visiting the Lowry Gallery, Salford, and afterwards supporting weekly group sessions, followed by arrangements for the group's Art Exhibition at Clitheroe Castle.

Art 4 All enabled students who were disadvantaged or who had special needs to help develop their confidence, give them a sense of achievement, increase their sense of well-being and for Art to be a means of therapy. In May 2003, David Lightbown, Chairman of the ELMC Benevolence Committee, and Julie Ward, ELMC Director of Operations, attended the Art 4 All exhibition. The President introduced Frankie Ruddock who started the Art 4 All Charity in 2018 and Dermod Ruddock who were to explain the work of the Charity, and the impact of the donations made by the likes of ELMC.

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### **Presentation by Art 4 All.**

Frankie Ruddock said that she and Dermod wished to explain to the Meeting attendees the nature of the Art 4 All charity, thank ELMC for its gift, explain how it had helped to make differences in the lives of disadvantaged, give the disadvantaged new skills and experiences, widen their life experiences and lift their horizons. Frankie had been an art teacher working in school environments for those with special needs. Social care arrangements provided for students with disabilities up to school-leaving age and for a time beyond but in adulthood those with disabilities had limited opportunities in the world of work and often became isolated and alone at home. Social contact was often limited to exchanges with just those carers attending the person's home. Outings were limited and usually had to be adapted to the availability of a carer and could be restricted by the nature of the disability. Frankie could see that she could use art and her skills to make differences to the lives of those that had been left disadvantaged and left separate and apart from the social environment most of us experience and enjoy. Frankie identified and gathered together a number of these people and began to use her skills as a teacher to develop communication, confidence building and social skills through art. There was a range of abilities among the attendees. Frankie and her helpers were able to develop skills in art and have attendees believe in themselves and their abilities. The group had an association with the Clitheroe Trust and was able to use its facilities as an operating base. The artistic output became an inspiration both to Frankie and her helpers, continued to develop to the pride of the group members, and attracted the interest of the wider community, including local Freemasons. The group produced its own series of Christmas cards for sale. A very special event was the group's attendance at the Lowry Art Exhibition at Salford. Transport was arranged. Every member of the group attended. The group studied the works of LS Lowry and used the inspiration to create their own images and paintings. Every member of the group attended and took away a Lowry keyring and mug. A video of the trip was created has been shared both within the group and with the local community. The group exhibited its works for a month at Clitheroe Castle. Members of the group have gone on to raise funds through the sale of their LS Lowry inspired paintings. There were currently 26 students in the group. Frankie said that the group was supported by 14 carers who, like her, loved and found joy in the work. Frankie said that tomorrow the group was to travel to the Art Centre in Salts Mill, Shipley, and there see the David Hockney exhibition. The format had been arranged as with the LS Lowry exhibition and has again involved local Freemasons. The event had attracted the interest of local artists who were to meet the group at the venue, assist the attendees and share skills. The Art 4 All community resource was now well established. Frankie and Dermod on behalf of the Art 4 All charity gave thanks for the financial and other Masonic support.

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The President thanked Frankie and Dermod Ruddock for their presentation and wished Art 4 All continued success.

The President said that the second presentation involved Bolton Sea Cadets. The President went on to say that Bolton Sea Cadets was a youth development organisation supported by ELMC on a number of projects. Bolton Sea Cadets have been active in Bolton for over 80 years. The Bolton Sea Cadets operated out of premises used also by other community organisations and groups. £10,000 had to be found to pay for the replacement of boilers and the central heating system at premises. ELMC made a grant of £5,000 and asked the Masonic Charitable Foundation ('MCF'), the national masonic charity, to match that donation.

The President invited Petty Officer Liz Ogden, Second in Charge at Bolton Sea Cadets and Petty Officer Cadet, Cameron Ogden, to share their story.

#### **Presentation by Bolton Sea Cadets.**

Liz said that Bolton Sea Cadets had a long association with the local Masonic fraternity. The Sea Cadet organisation provided experiences in service and citizenship for young people aged 10 years to 18 years. There were currently in the Unit, 48 Bolton Sea Cadets, 17 instructional staff, and a number of adult volunteers. Bolton Sea Cadets was one of the oldest units formed. The Sea Cadet organisation was subject to inspection each two years. Out of the 450 branches in the Sea Cadet organisation Bolton came in the top 100. The administrative structure is that of a charity. Unlike the Air Cadets and Army Cadets there is no Sea Cadet Ministry of Defence funding. The Sea Cadet activities range from nautical adventures, Royal Navy and Royal Marine based activities through to the teaching of academic qualifications such as BTECHs which were vocational qualifications combining practical learning with subject and theory content. Liz introduced Cameron who was a Petty Officer Cadet. This is the highest Sea Cadet rank that can be achieved. The rank meant that Cameron had completed specific training and demonstrated his competence and ability in required skills. Today, 26 September 2024, was Cameron's 7th anniversary of becoming a Sea Cadet. Cameron had training and achieved qualifications in boating, camp catering, field craft, and first aid. The skills were transferrable into the real world. The first aid qualification is recognised in the outside world and is a resource to the public. Liz made mention of East Lancashire Freemasons, Terry Kakoullis and Peter Jones both of whom had been Bolton Sea Cadets. The Bolton Sea Cadets operate out of a listed building under a lease that has a full repairing covenant. The result is that maintenance costs are high, and certain repairs have to be to a specification approved by the authorities for compliance

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with regulations relating to the building structure and appearance. The classroom needed refurbishment in 2019. Freemasons assisted with the cost of the work. In that same year the Sea Cadets in return assisted ELMC with an abseiling fund-raising event at Peel Tower. One of the participants got stuck part way and Liz said she had to help free him. In 2019 three Worshipful Masters of Bolton Lodges donated funds to the Bolton Sea Cadets. In 2020 came the Covid lockdown. The building though unused had to be kept secure. Freemasons paid for the five-camera security system needed. In 2023 activities had resumed but there was a major issue. The central heating boiler was 38 years old. The cost of heating the premises was unsustainable. An annual inspection report stated that the boiler would not last to the next inspection. An application for a £750,000 grant in respect of refurbishment of the whole of the building was refused. The other community organisations which shared the premises faced the loss of their meeting facilities too. There was just 12 months to find the £40,000 needed to replace the boiler and heating system. An approach was made to ELMC and the MCF. There were multiple fund-raising events. There was a sponsored rowing boat event on the Bolton, 'Jumbles', lake. Events took place at Bolton Masonic Hall including a Trafalgar Nite. A raffle raised £1200. The Mayor of Bolton, Bolton Councillors, and Bolton Council Staff donated £5,000. ELMC made a generous £5,000.00 donation. The monies needed were raised. The new boiler, radiators and pipework were installed and commissioned. The building was heated in 20 minutes not the 3.5 hours as before. Areas of the building can now be heated separately. The hot water system can be controlled independently of the heating. All arrangements can be made and adjusted remotely using the internet. The heating bill came to be reduced by 50%; a huge saving going forwards. Liz wished to thank the East Lancashire Freemasons and the ELMC for all their support to Bolton Sea Cadets. Liz did have another message. The windows at the listed building needed replacing. Conventional window replacement costs might be around £25,000. However, as the building was in a conservation area and new windows had to be comparable in appearance with the old ones the like-for-like cost was estimated at £50,000. Liz said that she would be starting a further fund-raising campaign.

The President thanked Liz and Cameron for their attendance and presentation on behalf of Bolton Sea Cadets.

The President gave his thanks to all the Presenters and said they might wish to leave but extended to them an invitation to stay for the finger buffet that would follow the AGM.

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## **The Annual General Meeting ('AGM')**

The President said that before the AGM formally commenced, he was to ask the Hon Secretary, ('the Secretary') Philip Price, to:

1. Take a register, and;
2. Explain the procedure as to voting by Appointed Representatives.

The President said that those not able to be present had been invited to vote by proxy.

The Secretary explained arrangements in respect of the attendance register and in respect of voting arrangements.

President said that he was to hand over to Chad Northcott, the Chairman of ELMC, who was to Chair the meeting for the formal business agenda.

Chad Northcott ('the Chairman') took the Chair.

The Chairman referred to the agenda.

### **1. Notice of AGM and ancillary documents – Apologies for Absence**

The Chairman said the Minutes of the Annual General Meeting held 22 September 2023 and the Annual Report & Accounts for the year ended 31 December 2023 had both been published on the Charity's website as has the formal Notice of the AGM. Notice of this AGM setting out the agenda items and signposting access to ancillary documents had been distributed individually to those Members who used e-mail, and by post to those members who did not.

The Chairman said would take the Notice convening the AGM as read unless there were any objections.

There were no objections.

The Chairman said that he was to ask the Hon Secretary to read out apologies for absence.

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The Secretary read the names of the Brethren and Companions unable to be present at the AGM, many of whom were on other Masonic business.

*(The names have been recorded but other than in these minutes).*

**2. To approve the Minutes of the Annual General Meeting held 27<sup>th</sup> September 2023.**

The Chairman said that the next business is to approve the minutes of the last Annual General Meeting held on Thursday 27<sup>th</sup> September 2023, which had been published on the ELMC website.

The Chairman asked if there were any there any corrections, or suggested amendments to the Minutes.

There were none.

The Chairman call upon WBro David Lightbown to make a proposition that the minutes be approved and invited WBro Peter Nicholson to second the proposal.

The proposition was made by WBro David Lightbown and seconded by WBro Peter Nicholson

A vote was taken.

The vote proved in favour of the proposition.

The Chairman declared that the Minutes were approved.

The Chairman asked if there were any matters arising from the Minutes.

There were none.

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**3. To receive the Annual Report and Statement of Financial Activities for the Year ended 31 December 2023.**

The Chairman said that the Statement of Financial Activities, Balance Sheet and the notes on the accounts had been circulated and again were available on the Charity's website.

The Chairman invited the Treasurer, WBro Malcolm Roe, to summarise the accounts and offer some explanatory comments.

WBro Malcolm Roe presented the accounts.

The Chairman invited questions.

There were no questions.

The Chairman gave his thanks to WBro Malcolm Roe for his presentation.

**4. To receive the Auditors Report.**

The Chairman said that the next item on the agenda was to receive the Auditor's Report and was pleased to advise that the Auditors were present that evening.

The Chairman introduced Andrew Warren, a Partner of the Auditors, Percy Westhead and Co., and invited him to read out the audit opinion.

Andrew Warren read out the Auditor's opinion.

The Chairman invited questions on the accounts and reports of the Charity's activities, advising that the Committee Chairmen were present to answer any questions put to them.

There were no questions.

The Chairman gave his thanks to the Auditors, Percy Westhead and Co, and especially Andrew Warren, with whom the Charity worked directly.

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**5. Resolution to Adopt the Annual Report and Statement of Financial Activities for the year ended 31 December 2023.**

The Chairman said that in his capacity as the Chairman of ELMC, he was to propose that the Annual Report and the Statement of Financial Activities, which had been approved by the Board on 6<sup>th</sup> August 2024, be adopted.

The Chairman invited the President to second the proposal.

The proposition was made by the Chairman and seconded by the President.

A vote was taken.

The vote was in favour of the proposition.

The Chairman declared that the Annual Report and Statement of Financial Activities for the year ended 31 December 2022 were adopted.

**6. To Elect Directors.**

The Chairman said that the next item on the agenda was the election of Directors to the Board of the ELMC.

The Chairman said that the Board structure comprises between 12 and 15 Trustees, up to 11 of whom are elected at each Annual General Meeting.

The four 'ex officio' Directors are the Provincial Grand Master, Robert Ian Frankl, as President of the Charity, the Deputy Provincial Grand Master, John Griffin, as Deputy President of the Charity, the Provincial Grand Almoner, Tony Stephenson, and the Provincial Grand Charity Steward, John Taylor.

The Chairman invited the President to identify his nominees and make a proposition that they be elected as Directors of the Board.

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The President said that before he did that, he would wish to thank the Directors for the excellent manner in which they had managed the affairs of the Charity during the last year. The President said he would also like to welcome Mark Davis back to the ELMC. Perhaps Mark Davis thought his life would quieten when he retired as an APGM but given his wealth of experience during his previous tenure as Secretary to the Charity, and his knowledge of the Province, he wished to welcome him as an additional non-executive Director on the Board.

In addition to including the four ex officio Directors as previously identified by the Chairman, the President said that his nominations for those to be elected as Directors were:

Chad A Northcott	Chairman of the Board & Chairman of The Grant Making Committee
Philip Price	Honorary Secretary
Malcolm Roe	Honorary Treasurer
David Lightbown	Chairman - Committee of Benevolence & Chairman Hewlett Court Advisory Committee
Stephen Thomson	Chairman of the Fund-Raising Committee
Peter L Nicholson	Chairman - Museum and Library Committee
Mrs Julie Ward	Director of Operations / Non-Executive Director
William R Waite	Non-Executive Director
John R Farrington	Non-Executive Director
Mark W Davis	Non-Executive Director

The President formally proposed that those named be elected to serve as Directors of the ELMC.

The President invited Roger Tinker, Chairman of the Young Peoples Committee, to second the proposition.

WBro Roger Tinker seconded the proposition.  
The Chairman put the proposition to the vote.

A vote was taken.

The Chairman declared the proposition carried and thanked those elected for agreeing to continue to serve the Charity in their various capacities.

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## **7. To appoint the Auditors for the ensuing year.**

The Chairman said that the next item on the agenda was the appointment of auditors until the conclusion of the next Annual General Meeting.

The Chairman said that the present auditors, Percy Westhead & Co., had signified their willingness to continue act as auditors if so elected. Before a proposal was put to the Meeting, the Chairman said would like to take the opportunity of thanking the Auditors for the service they had provided in the past.

The Chairman invited WBro John Taylor to make the proposal.

The Chairman invited WBro Tony Stephenson to second.

The proposition was made by WBro John Taylor and seconded by WBro Tony Stephenson.

A vote was taken.

The vote was in favour of the proposition.

The Chairman said that he was pleased to confirm the reappointment of Percy Westhead & Co as Auditors of the East Lancashire Masonic Charity for the 2024 financial year.

## **8. To Note Members Appointed to the Committee of Benevolence.**

The Chairman said that next item on the agenda was to appoint the Members of the Committee of Benevolence. The Chairman went on to say that each Area, through its APGM, was invited to propose a member to represent them on the Benevolence Committee, and each had invited his Area Almoner to serve.

The Chairman said that he was now to ask now the Secretary to read the names of those who were to be appointed to the Committee of Benevolence for the forthcoming year.

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The Secretary read out the following names:

David Lightbown	CHAIRMAN
Alan Potts	DEPUTY CHAIRMAN / CITY WEST
Julie Ward	DIRECTOR OF OPERATIONS
Colin Barton	NORTHERN AREA
Victor Murphy	SOUTHERN AREA
Geoff Worsley	CITY EAST AREA
Alston Hall	EASTERN AREA
John Friend	WESTERN AREA

The Secretary said that in addition to those named, the Provincial Grand Almoner, the Provincial Grand Charity Steward, the Honorary Secretary of the ELMC and the Chairman of the Comforts Fund Committee are 'ex officio' members of the Committee. A Guest Almoner was also invited from the Mark Degree.

#### **9. To Note Members appointed to the Grant Making Committee.**

The Chairman asked the Secretary to read the names of those who were to be appointed as members of the Grant Making Committee for the forthcoming year.

The Secretary read out the following names:

Chad Northcott	Chairman
David Dunn	Deputy Chairman
John Taylor	Provincial Grand Charity Steward - ex officio
Tony Stephenson	Provincial Grand Almoner - ex officio
Karen Hall	Secretary
John Farrington	
Peter Faulkner	
Julie Ward	Director of Operations - ex officio
Rachel Cookson	Communications

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#### **10. To Note Members appointed to the Fund-Raising Committee.**

The Chairman said that he was to ask the Secretary to read the names of those who were to be appointed as members of the Fund-Raising Committee for the forthcoming year.

The Secretary read out the following names:

Stephen A. Thomson	Chairman
Philip J Price	Vice Chairman
Paul Sellers	Secretary
Julie Ward	Director of Operations
John Taylor	Provincial Grand Charity Steward - ex officio
Tony Stephenson	Provincial Grand Almoner - ex officio
Chris Wildman	
Nigel Johnson	
Dennis Schiff	
Beverley Schofield	
Nick Druce	
Dan Gaunt	
Rachel Cookson	

#### **11. To note the appointment of Members to serve on the other Committees' and Sub-Committees' during the ensuing year.**

The Chairman said, 'Brethren, within our Membership we had a range of talent, skills and abilities, and we are always keen to determine if there are Brethren who are able and who would be willing to work on one of the Committees. We would be pleased to receive nominations for the consideration of the President. Nominations can be made through the Hon Secretary.'

The Chairman said that he was to ask the Secretary to read the names of those who had been appointed to serve on the other ELMC Committees for the forthcoming year.

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The Secretary read out the following names:

Hewlett Court Advisory Committee

David Lightbown	Chairman
Julie Ward	Director of Operations
Beverley Schofield	Manager
Malcolm Roe	Treasurer
Dennis Heskett	Secretary
Zena Weller	Health and Safety Officer
Mike Stubbs	
Paul Thornton	

Museum and Library Committee

Peter Nicholson	Chairman
Tony Costello	Librarian
Ivan Eastwood	Museum Curator
Andy Tong	General Secretary

Comforts Fund Sub-Committee

Alston Hall	Chairman
Julie Ward	
Jim Hilton	
Beverley Schofield	
Rachel Cookson	

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The Secretary said that the Chairman of the Committee of Benevolence was an ‘ex-officio’ member of the Comforts Fund Sub-Committee.

#### Young Peoples Sub-Committee

Roger Tinker	Chairman
Gary O’Neill	Deputy Chairman
Paul Doran	
Raymond Evans	
Malcolm Roe	
Karen Hall	
Julie Ward	

The Secretary said that the Chairman of the Committee of Benevolence was an “ex-Officio” member of this Sub-committee.

#### Investment Sub-Committee

David Rothburn	Chairman
John Scott	
Malcolm Roe	Treasurer
Ian Connor	Secretary
Derek Calrow	

The Secretary said that Robert Race of WH Ireland Ltd attended committee meetings to offer advice on investments.

The Chairman thanked all those who had agreed to serve on the committees for the coming year. The Chairman said he also was to take the opportunity to thank also the retiring members of the ELMC Committees for their valuable work and without which the Charity could not continue.

The Chairman said that the formal business of this Annual General Meeting was concluded.

The Chairman said that he was to hand back to the President.

The President thanked the Chairman for conducting the formal business of the AGM.

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## **12. Any Other Business.**

The President asked if before he closed the formal part of the meeting was there any other business.

There was no other business.

The President said on behalf of the Board of Directors, he wished to thank Julie Ward, ELMC Director of Operations, Karen Hall, ELMC Administration Officer, Beverley Schofield, the Manager of Hewlett Court, and Rachel Cookson, Hewlett Court Team Leader, for their work within the ELMC and the additional work they do for the various committees which they support, and the work they have all been doing to support our 2026 Provincial Festival.

The President said that he would also wish to thank the Directors, the other volunteers who work on the various ELMC Committees, the rest of the Hewlett Court staff and all those who assist with fund raising, social functions and events.

The President reiterated his thanks to all attending the meeting that evening and for the ongoing support that they provided to the ELMC.

The President concluded by saying that it was indeed a privilege to be President of the Charity.

## **13. To Close the Meeting.**

The President said the business of the AGM was concluded and he extended an invitation to all to enjoy the refreshments provided and to enjoy the rest of the evening.

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