



**GRAND UNITED ORDER OF ODDFELLOWS FRIENDLY SOCIETY NO: 204F**

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS  
(COMMITTEE OF MANAGEMENT)**

**Held at**

**The Registered Office:**

**56 TALBOT ROAD, OLD TRAFFORD, MANCHESTER, M16 0PL**

**on**

**SATURDAY, 13<sup>th</sup> AUGUST 2022**

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MEETING OF THE BOARD OF DIRECTORS  
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**The Grand Master, Sister S.R. Whitehouse presided and the Meeting  
commenced at 9.45am.**

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**Present:**

<b>Sister S.R. Whitehouse</b>	<b>- Grand Master</b>
<b>Sister P.A. Palmer</b>	<b>- Deputy Grand Master</b>
<b>Sister M.A. Blankson-VanDyck</b>	<b>- Immediate Past Grand Master</b>
<b>Brother N. Robinson</b>	<b>- Grand Secretary</b>

**Directors:**

**Brother P.C.A. Hulland  
Brother J.B. Mellor**

**Principal Directors of  
Grand United Trustees Ltd:**

**Brother V. M. Houldsworth P.G.M. - Chairman  
Brother D. B. Whittaker P.G.M.  
Sister J. Birch**

The Grand Master welcomed everyone, informed those present proceedings would be slightly different, advising she wouldn't be reading out each agenda item, and instead would be entrusting that everyone will already have studied their agendas and formulated their points to be made. She was looking forward to working with everyone and requested the Grand Secretary to minute what she had to say, so, it can be seen by those Directors not present.

She wanted to take this opportunity to remind all members of the Board that their presence is required at Head Office on the 2<sup>nd</sup> Saturday of February, April, August & November to attend the Board Meetings, as stated in the rule book.

Whilst appreciating that life throws challenges and hurdles in front of us and due to the pandemic, holidays have been delayed by years not days or months, but every effort has to be made to attend these meetings, as without a Board that is quorate we cannot do our job and make the decisions that need to be made.

**ON THE TABLE:**

The Grand Master informed that everyone should find in their place a copy of details about the Grand Masters Reception, Budget Report to 30<sup>th</sup> June 2022 and written report by the Immediate Past Grand Master on the Ghana & Jurisdiction 2022 FAMC.

**2022/8/1**

**CHAIRMAN:**

**IT WAS RESOLVED, AGREED: that Sister S. R. Whitehouse G.M be elected the Society's new Chairman and Sister P. A. Palmer D.G.M be elected the Society's new Vice Chairman.**

**2022/8/2**

**INSTALLATIONS:**

The Grand Master Sister S.R. Whitehouse installed Brother John B. Mellor as a member of the Board of Directors in accordance with ritual.

**2022/8/3**

**APOLOGIES:**

**IT WAS RESOLVED, AGREED: that the apologies for non attendance proffered by Brothers M.J. Dyche, M. Gordon & D. Oakes D.G.S be accepted.**

Noted, following a suggestion by Bro. D. B. Whittaker P.G.M:

**IT WAS RESOLVED, AGREED: that both Bro. M. Gordon and D. Oakes D.G.S be fined £5.00 each and the person suggesting they be fined also be fined £10.00 for donation to the Grand Masters Charity Fund.**

**2022/8/4**

**IN MEMORIAM:**

**Brother D.E. Carr Past Grand Master**

It is announced with sorrow the sad passing of Brother D.E. Carr P.G.M.

Brother Carr was born in Ghana on 26<sup>th</sup> May 1938. He came to Britain in the 1960's and in the year 1967 he joined the "London United" Lodge No. 11636. As a new and financial member of the Lodge, he quickly acquainted himself with the rules and regulations of the fraternity.

Through devotion and attention to duty, he passed through the grades and held all the offices in both the Lodge and the Council Master's Chapter. When he was the Noble Grand of London United Lodge, he became one of the senior "advisors" to the Naomi Household of Ruth for a number of years.

For his services and in recognition of his commitment to duty and Lodge affairs, he was elected as a delegate to represent London United Lodge at an Annual Movable Conference and was fortunate to be elected as a Director to serve on the Board of Directors. In the year 1986, Brother David Carr was installed as the Grand Master of the Order at the Annual Movable Conference held at Southport.

At some point, Brother D. E. Carr, P.G.M was believed to have relocated back to Ghana. But sadly, he was reported to have passed away in London on 13<sup>th</sup> June 2022.

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His funeral service took place on 5<sup>th</sup> July 2022 at Ponder End Methodist Church, 378 High Road, Enfield EN3 4DC. Burial followed at Enfield Cemetery, Great Cambridge Road, EN1 4DS.

Brother David Carr, P.G.M is sorely missed by all his family, friends and Brethren.

May he rest in perfect peace.

**Brother Patrick (Pat) Smith of “Pride of Alma” Lodge No: 868 Derby District**

Sister Pam Palmer D.G.M informed that she was extremely sad to announce the death on April 26<sup>th</sup> 2022 of Brother Patrick (Pat) Smith, aged only 54. The larger than life character that belonged to Pride of Alma Lodge 868 Derby District. He will be sorely missed by his Widow Sister Sally Smith, Secretary of Lily of the Valley Lodge 358 Derby District and his loving children Ruby 16, Lucy 14 and Olly 10. A devoted husband and father, Pat was the life and soul of any event, always a tale to tell and his distinctive laugh (Basil Brush), he was well known for his rib crushing hugs and friendly personality. Everyone who knew him carries a piece of Pat in their hearts. His popularity was confirmed at his funeral where the Crematorium was full of his family and friends, when he was sent to his maker with a bag of donuts, a bottle of beer and a bracelet from his daughter Lucy.

Rest in Perfect Peace Pat, we miss you.

**Brother Alf Shepherd of “Pride of Derby” Lodge No: 860 Derby District**

Sister Pam Palmer D.G.M informed that she was very sad to announce the passing of Brother Alf Shepherd on the 17<sup>th</sup> May 2022, just 5 days shy of his 90<sup>th</sup> birthday. He was the Lodge Secretary for over 25 years. Alf joined the Lodge in 1973 and was awarded the Devoted Jewel in 2010 by the late brother David Lowe, P.G.M at the Derby Districts Annual Christmas meal. Alf, a respected member of the Order, he was a keen dancer and bridge player but was sadly in a home suffering with Dementia in his later years. However the closing song at his funeral summed him up perfectly, Toot Toot, Tootsie, Goodbye!

Rest in Perfect Peace.

At the request of the Grand Master the meeting stood for a minutes silence in remembrance of all Brothers and Sisters that had passed away since the last Board Meeting.

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2022/8/5

**MINUTES:**

**IT WAS RESOLVED, AGREED:** that the minutes of the Quarterly Meeting held on Saturday 9<sup>th</sup> April 2022, numbered (2022/4/1 – 2022/4/24) be now signed by the Grand Master as a correct record of the business conducted thereat.

2022/8/6

**INVITATIONS/VISITS/REPRESENTATIONS:**

**Grand Masters Reception:**

Noted, an invitation has been received from the Committee of Management, Dennis Orton Lodge No. 94 Huddersfield to the Grand Officers, Board of Directors, and Trustees with partners to join the celebrations at the reception to be held in honour of the New Grand Master Sister Sally R Whitehouse on Saturday 10<sup>th</sup> September 2022 at the Gomersal Park Hotel, Moor Lane, Gomersal, Cleckheaton, BD19 4LJ commencing at 6pm.

**IT WAS RESOLVED, AGREED:** that the invitation be accepted and entitlement for travelling expenses be waived but that the Saturday nights accommodation be discharged by the Order and that chain collars be the chosen regalia for the Grand Officers and Board of Directors.

2022/8/7

**ANNUAL RETURNS/ACCOUNTS:**

Noted, all Consolidated Returns have been received and all Annual Accounts have been received and filed with the Regulators. Agreed that Lodge Secretaries be thanked for their hard work in adhering to the deadline date.

2022/8/8

**OFFICERS LIABILITY INSURANCE:**

Noted that the current policy terminates on the 18<sup>th</sup> August 2022 and cover had been renewed with no increase in the **£2,763.00** premium - cover **£3,000,000.00**.

**IT WAS RESOLVED, AGREED:** that renewal of the cover by the Grand Secretary be ratified.

2022/8/9

**ORDER DIARY:**

**“2023” Edition:**

Noted, 175 special Order diary inserts have been ordered and the 9<sup>th</sup> April 2022 Board Meeting had agreed a re-sale price of £4.20 each excluding Postage and packaging.

**2022/8/10**

**SOCIETY'S ACTUARY/ACTUARIAL INVESTIGATION**

- 10.0 (i)** Noted, that the rescheduled zoom meeting between the Actuarial Team and the Secretariat took place on Thursday 14<sup>th</sup> April and a number of matters were discussed and it was agreed that Elaine Fairless would draft reports on the effect of the War in Ukraine for the Order website along with reports on Climate Change and Covid.
- (ii)** Noted, a Climate Change Plan is now mandatory but tailored to circumstances and Elaine Fairless is to draft a short plan.
- (iii)** Noted, when questioned on Officers Liability Insurance requirements the Actuary informed that there is no satisfactory formula and £3m cover still seems appropriate.
- (iv)** It was also noted, for operational resilience which could involve none payment of claims and the collecting of premiums the Actuarial Team will prepare notes for resilience testing.
- (v)** Further noted, there had been a brief discussion on Consumer Duty coming in, no real details yet and the corporate governance statement on the website to be updated along with a statement on vulnerable customers for inclusion.
- (vi)** Noted, the Key Information Documents (KIDS) to be updated on the new basis later in the year but the inappropriate for TESP's premium levels to remain.
- (vii)** It was also noted, Nigel Silby is 68 and his colleague Mike Burrows in his late 60's and Nigel would give not less than 1 years notice. It was agreed that a succession plan be requested.
- 10.1** Noted, the Form FSC4 Interim Valuation confirming no significant change in the Society's financial condition that is required in a non valuation year had been filed at the Bank of England as required.

**2022/8/11**

**BOARD DEVELOPMENT AND COMPLIANCE:**

- 11.0** Noted that, notes on Resilience Testing are awaited from the Actuary.
- 11.1** Noted, a letter titled feedback from the PRA's Periodic Summary Meeting had been circulated and copy provided to the Actuary and Auditors as required.

Further noted, included in the letter a firm specific message following a review of the Society's 2020 Annual Accounts with the PRA requiring an explanation of the factors behind a 35% reduction in available assets between 2017 and 2020 which has been addressed by both professional advisors and as requested by the Actuary the valuers of both the properties of the Order Investment Fund and the Derby District Branches had provided a broad estimate in property value changes for

the period concerned and the Actuary had emailed the Grand Secretary on the morning of the meeting which the Grand Secretary read to the meeting and he agreed he would discuss with the Actuary accordingly.

**2022/8/12 CONDUCT RISK:**

- 12.0** At the request of the Grand Master the Grand Secretary looked up the online definition of Conduct Risk which is any action of an individual Bank (or any other financial institution) that leads to customer detriment or negatively impacts market stability, the risk that firm behaviour will result in poor outcomes for customers.

**2022/8/13 PROGRESSION OF THE ORDER AND MARKETING STRATEGY:**

Noted, the Grand Master combined both items to be discussed jointly and noted the possibility of taking a trade stand at the Great Yorkshire Show was investigated but was fully booked and the Society now to be included on their mailing list for future events and the Grand Master informed the meeting of the need to produce a plan in liaison with the Deputy Grand Secretary for Facebook inclusions and to look at starting a LinkedIn for the Order. Directors to provide narrative and reports for putting on the line and Directors to check local shows and list for the November meeting.

**2022/8/14 FAMILY FUN DAY:**

Noted, the next Family Fun Day to be scheduled in 2023 at the same venue and the Deputy Grand Master to organise with the assistance of Brothers P.C.A. Hulland and J. B. Mellor and to provisionally book the venue for the Sunday 20<sup>th</sup> August and to produce ideas and prices for November meeting.

[The meeting adjourned for refreshments at 10.38am]

[Resumed 10.58am]

**2022/8/15 REPORT BY THE SOCIETY'S TRUSTEE:**

Noted, a Board Meeting had been held on Tuesday, 9<sup>th</sup> August 2022 Brother V. M. Houldsworth P.G.M. reported on the meeting, including an update from Justin Robinson received since the meeting.

**(i) OLD TRAFFORD PROPERTY:**

Metrorod completed the works in the basement on Friday 1<sup>st</sup> July with excavation on the junction and HPWJ to clear blockage 20 metres off boundary, removed and replaced the junction, concreted around the joints on the junction and backfilled and concreted the excavation, cleaned up and ran CCTV D/S pipework, all good, done in two days at a cost of £1,441.58 including VAT.

Justin's proposals for marketing the ground floor suite had been awaited but disagreement over the Schedule of Dilapidations with the previous tenants appeared to be delaying matters and Justin's proposals had only just been received needing consideration.

(ii) **STOCKPORT PROPERTY:**

Clarification of the current situation is awaited after the serving of an extensive Schedule of Dilapidations on the Agents of Lloyds Bank by Hill Dickinson which will be dealt with by Andrew Snape to determine what work Lloyds are prepared to undertake or agree a financial settlement.

Nothing further had been reported about the people interested in taking a lease to make the property a dental surgery.

(iii) **HARROW PROPERTY:**

The lease expired 25<sup>th</sup> December 2021, Justin Robinson met with the tenant on the date of the last Trustee Meeting and although she wants to continue the tenancy it seems she was seeking a reduction in rent with Justin of the opinion an increased rent be appropriate taking into account the income from the upstairs flat

(iv) **LITTLE HULTON PROPERTY:**

Justin Robinson met with the tenant on Friday 13<sup>th</sup> May and informed that the tenant is eager to remain in occupation and Justin is working on terms for a new lease with the current lease ending 31<sup>st</sup> January 2023.

(v) **MONEY ON DEPOSIT:**

The current position was highlighted.

(vi) **ACCOUNTS & REPORT YEAR ENDING 31<sup>ST</sup> DECEMBER 2021:**

The Directors Report and Financial Statements provided to the meeting had been approved for adoption by the Annual General Meeting.

(vii) **BROKERS/PORTFOLIO:**

Following the change over to sponsored Crest there have been issues in receiving dividends, hopefully now being resolved after communication with the respective Registrars.

(viii) **GROUND RENTS:**

**Woodford Green/ 10 Garages:**

Emails had been circulated concerning the erroneous vesting of title at the Land Registry for the land in front of the garages in favour of Redbridge Council and that the Society's Solicitors Hill Dickinson were trying to negotiate a reduction in the consideration of £2750.00 that the Council is seeking to transfer the area to the Society which would also be responsible for the Council Surveyor fees of £700.00 and legal fees of £1000.00 not subject to VAT and it needs completing to be able to complete the whole transaction.

(ix) **44 Woodford Green:**

The signed engrossed lease was returned to Hill Dickinson back in May and an update on completion has been requested with a lease extension premium payable of £6580.00

(x) **50 Woodford Green:**

An extension was requested by Formal Notice with a Counter Notice served proposing a premium £210,228.00 since which papers have been received from Solicitors acting for the leaseholder, being an application to determine the terms of the acquisition in dispute and application for determination of reasonable costs submitted to the First-Tier Tribunal (FTT).

Justin Robinson has informed the papers are a procedural matter to protect the tenant's interest. If negotiations over the terms of the lease extension haven't completed within 6 months of the service of the Counter Notice the tenants lose their rights if they fail to make an application. The application they have made will be withdrawn when negotiations have been finalised. Justin has asked Eric Shapiro to keep us posted regarding progress.

(xi) **58 & 60 Woodford Green:**

Notice has been served on behalf of both leaseholders to purchase the Freehold for a total £48,000 and it has been referred to Justin Robinson.

(xii) **APPLICATIONS FOR MEMBERSHIP:**

Applications for Membership had been approved from Brothers M.J. Dyche and J.B. Mellor.

(xiii) **CLIMATE CHANGE PLANS:**

The Actuarial Team are to provide relevant plans.

**IT WAS RESOLVED, AGREED: that the Trustees be thanked for the informative report.**

**2022/8/16 ACCOUNTS PERIOD ENDED 30<sup>th</sup> JUNE 2022:**

- 16.0** Noted, the assets and liabilities were in balance at the period ended and the report by the Deputy Grand Secretary including budget for the period was delivered by Bro V. M. Houldsworth P.G.M.
- 16.1** It was noted, following the Audit of the accounts as at year ended 31<sup>st</sup> December 2021 the Societies Auditors had made several points by letter dated 23<sup>rd</sup> May 2022 which had been appended to the Agenda and a copy had been forwarded to the Derby District Secretary Sister J. Birch for her to provide to the Committee of Managements of the branches in Derby District to consider and provide comments to this meeting of the points raised regarding the DDIA. Sis J. Birch and Sis P. A. Palmer D.G.M commented to the meeting and confirmed they would include all comments in a letter to the Grand Secretary.

**2022/8/17 FRATERNAL MOVABLE CONFERENCES/AFFILIATED LODGES:**

**17.0 Ghana & Jurisdiction**

Noted, the 2022 FAMC had been held at Hohoe in the Oti Region of Ghana from Thursday 28<sup>th</sup> July to Sunday 31<sup>st</sup> July 2022 and the Immediate Past Grand Master Sis. Marian Blankson VanDyck and Senior Director Bro. M. Gordon had attended the FAMC as the official representatives of the Central Body and Sis. Marian had provided her written report for which she was thanked.

**IT WAS RESOLVED, AGREED: that Ghana & Jurisdiction be thanked for the gift of a wooden carving and for the personal gifts to each board member.**

**17.1 Puerto Rico Jurisdiction**

Noted, a congratulatory letter from the Committee of Management Puerto Rico & Jurisdiction to the new Grand Master and Board of Directors had been circulated.

- 17.2** Noted, with sadness that Brother D. Colon has notified that the Past Grand Secretary of Puerto Rico & Jurisdiction Brother A. Rosa sadly passed away on the 19<sup>th</sup> July 2022 and the condolences of the Grand Master and Board of Directors had been expressed.

### **17.3 Trinidad Star Lodge No. 4736 Trinidad**

Noted, the break in at the lodge room is still under Police investigation and the Lodge Secretary has now requested the issue of a replacement dispensation to replace the one stolen.

**IT WAS RESOLVED, AGREED: a replacement dispensation be organised.**

### **22/8/18 “2022” ANNUAL MOVABLE CONFERENCE**

**18.0** Noted, the Report of Conference is in production and will be distributed free of charge to each branch.

**IT WAS RESOLVED, AGREED: that any additional copies be charged at £12 including postage and packaging.**

**18.1** Noted, the total cost of Conference was £34,983.00.

**18.2** Noted, the Partial Amendments of the General Rules approved by Conference were available for signing and processing.

**18.3** Noted, suggestions made at Conference:

(i) The award of Devoted Service Jewel be open to Past Grand Masters. After consideration.

**IT WAS RESOLVED, AGREED: that the Devoted Service Jewel now be open to nominating Past Grand Masters for sterling service to a Lodge.**

(ii) Noted, another suggestion being the creation of Offices for Juveniles and agreed the Juvenile Offices at Lodge level be at the discretion of the Lodge.

### **2022/8/19 “2023” ANNUAL MOVABLE CONFERENCE:**

Noted, that the Copthorne Hotel, Old Trafford has already been booked and to look into reducing the conference period for installation conferences.

### **2022/8/20 “2024” ANNUAL MOVABLE CONFERENCE:**

Noted the venue preference of the Grand Master and the Grand Secretary to make enquiries on availability the weekend 18<sup>th</sup> May 2024.

### **2022/8/21 HEAD OFFICE STAFF/PREMISES:**

Noted, Metrord completed the works in the basement on Friday 1<sup>st</sup> July with excavation on the junction and HPWJ to clear a blockage 20 metres off boundary, removed and replaced the junction, concreted

around the joints on the junction and backfilled and concreted the excavation, cleaned up and ran CCTV D/S pipework all good, done in two days at a costs of £1,441.58 Including VAT.

**2022/8/22 CLIMATE CHANGE PLANS:**

Noted, plans to be drafted by E D (Financial).

**2022/8/23 LUNCHEON ARRANGEMENTS:**

**RESOLVED, AGREED: that everyone be responsible for own arrangements.**

**2022/8/24 DATE OF NEXT MEETING:**

**IT WAS RESOLVED, AGREED: that the next meeting of the Society's Board of Directors be held in accordance with the General Rules on Saturday 12<sup>th</sup> November 2022.**

**2022/8/25 OCCUPANCY OF THE CHAIR:**

Noted, and agreed that the Grand Master be congratulated on her chairing of the meeting.

[Meeting Closed at 12.02pm].

SIGNED: ..... [Chairman]

DATED: ..... [2022]