

**MINUTES OF THE TRUSTEES MEETING OF
PEAT RIGG CHARITABLE FOUNDATION**

1.30 PM ON WEDNESDAY 22nd APRIL 2026.
PEAT RIGG

Item number	Agenda Item	Actions needed
1	Present and Apologies: Present: Alasdair Thorpe (AT), Derek Noble (DN), Ian Thorpe (IT), Mathew Webster (MW). Alison Featherstone (AF), Apologies: None Others Present: Claire Thorpe – Minute taker	
2	Declarations of Interest on agenda items and register of business interests: None	
3	Notifications of any other urgent business	
4	Confirm the minutes of the meeting of the 17th of December 2025 Meeting minutes approved as an accurate record Subject to changes, minutes proposed by AF seconded by DN Decision: Agreed unanimously	
5	Matters arising from the minutes not covered elsewhere: None	
6	Income and Expenditure Report - IT Income • Courses running through the Charity at approximately the same level as last time • Most income from donation by Peat Rigg CIC • DofE at £60k up from £49 at last meeting – heading the right direction due to more organised management and improved produce Expenditure • Rent and re-charge of Deans wages the biggest cost	

	- Although higher turnover, freelance for DofE will reduce approx. 2k as we are using more PR staffing - Some commitment for BNG scheme but it might make sense to commit more now – discuss later Projection for 2026 - Current level of PR CIC donation in 2026 estimated to be approximately £150K - Therefore, if there are no significant changes there could be £230k in the bank at the end of the year	
7	Implications of inflationary price rises - Not significant at the moment for the Charity - Effects on the CIC may be an increase in food costs up to 10% but electricity is on a fixed contract and should be OK - More significant effect on the CIC will be cost of living effects and increased coach costs which might reduce numbers in groups. This could result in a reduced 'donation' from CIC to CIO - It will be more apparent by the time of the next meeting	
8	Secretary and Administrators Report Emails to Derek, Claire and Ian regarding BNG, discussions with the Landlords about progress (or lack of) No other correspondence to report to Trustees, but we will keep this as an agenda item for thoroughness	
9	Trustee Scrutiny of financial matters - AT has queried over 8 separate transactions over the period since the last meeting and all were explained - IT is putting more detail on the management accounts monthly summary of expenditure. Therefore, anybody will be able to see a breakdown of spending - AT queried the dual authorisation system. IT thought that the same system still existed – all transactions to be dual signed – which would not work for PR	
10	H&S, Accidents and Incidents and Safeguarding (Data for all of Peat Rigg courses) on the Trustees section of the website shows: 44 accidents and incidents since the last meeting – all minor - IT explained the process of weekly examination of any accidents; any recommendations or changes shared with all staff. Directors scrutinising at meetings and any trends examined	
11	PRCF and PRCIC joint working agreement £50k pa now being paid by PRCF for a share of the use of facilities and resources	

	It shows that thought is going into the relationship and that the CIC does not unduly benefit from the formation of the Charity (the CC's original concern)	
12	Review of North Rigg - Final cost £275k (IT estimated £267k at last meeting) - Materials pushed it higher, but savings from using PR staff for labour - Already being used for changeover days, an out of season DofE course - Future bookings starting to come in from NYMNP as an arts venue, glamping bookings for summer and autumn 2026. - Ethan Hume has done a very good job on the electrical side and documentation has been provided for building control	
13	Farm Management and BNG - Slow progress with Tees Foundation. This could slow down the completion of the legal agreement for BNG - Waiting for the detail of the changes that we suggested to the ecologist about our Habitat Management and Monitoring Plan. We expect it to be an increase in the figure from last time - Peter Barnes will relinquish the grazing agreement on the farm from the end of April - Debbie and Dave Wardell will put 4 belted Galloway cows on one of the fields in May and the larger number will be on the land from September - Spraying weeds, preparing wildflower plugs and planting them out has already started – so in effect we have started the actions of the BNG scheme - DN highlighted that the only danger was the clawback of money in the event on not fulfilling the conditions of the BNG legal agreement - IT explained the cost of BNG for the next year - £12k in legal and professional fees - As any money earned by selling is upfront, the risks associated with taking this further at low. - IT said that approximately £8k worth of equipment would be necessary to put the field in a suitable condition for the scheme. Proposal to buy approximately £8k of 2nd hand and new machinery and equipment. Proposed by IT, seconded by MW Decision: Agreed unanimously	
12	Discussion about Tees Foundations ideas about the lease and future ownership 50-year lease agreed verbally and TF's board meeting minutes (not seen by us) - They are running this by the Department of Education and then lease will be drawn up - Tees Foundation have previously suggested that an increase of rent to £20kpa would be put into a 'pot' for use on projects at PR.	

	- All thought that it was essential that this was formalised in a clause in the new lease agreement Transfer of ownership - TF's idea to transfer the 'ownership' to PRCF is at a very early stage – several of the Tees Foundation Trustees are in favour but would like to get this long lease arranged first - We discussed a pros and cons document (attached below). - We will review this at the next meeting in the light of any further developments	
13	Any other business Discussion about timings of above actions concluded that it would be better to put back the date of the next meeting until a time when more information would be available and decisions would be needed	
14	Time and Date of next meeting Wednesday 14th October 2026, 1pm for lunch meeting to start at 1.30	

Signed:

Date: 14th October 2026

Ian R J Thorpe Chair, Peat Rigg Charitable Foundation

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Thoughts about Tees Foundation gifting PR to PRCF

As of April 2026, TF are not expecting to pursue this in the next year but *some* within their board and their Chief Executive would like this to happen within the next three years:

Pros

- Clear identity for staff, clients, donors and stakeholders
- Strong alignment with Peat Riggs mission
- Public and funder confidence = help bookings, help get donations, grants,
- Not having to ask for any changes
- No rent
- A very valuable asset if the 'legal charge' does not prohibit its use
- Complete transfer would make it unlikely that TF would ask for a member on the board of Trustees

Cons

- Can't go to them for investment for development or in crisis
- Slightly less co-funding for Teesside groups (Cohen)
- There could be costs involved in the transfer (but they should cover these costs)

Mitigations for the above

- Make sure that insurance is comprehensive – TF have some concern that they have a liability
- Build up a war chest for major problems
- Put resource into alternative funding – grant, legacy donations,
- BNG would underpin this change

Complete fallback ie liability for PRCF and trustees

- Give the property back to DoE

Options and Steps on the way

- Authorisation by the Dept of Education – out of our hands, that is all TF's responsibility to drive forward
- Involvement and approval of the Charity Commission – correspondence would need to be from TF and we would follow up with contact with CC to inform them that this does not conflict with our objects
- IT suggested to TF that we do not want the legal charge removed – I think we are happy to retain the restriction that we can never sell up?
- A phased approach with TF to support for 2 years whilst PRCF gets established?
- Interim discussions needed about rent and insurance (but that is needed irrespective of this idea)