

**TOWN ESTATE CHARITY**  
**(formerly Embankment Enclosure Trust)**  
Charity Number 259585: Registered 21st October 1969

Minutes of the Meeting of the Town Estates Charity (TEC) held on Wednesday  
9<sup>th</sup> September 2026 at 7.00pm in Misson Parish Hall, Vicar Lane, Misson.

Present: Dr Mandy Walker-Green ~ Chair  
Mr Spencer Robey  
Ms Sue Scott  
Mr Jamie Sutherton  
Ms Julie Watkins  
Mr Mark Watson

Also present: Mr Mark Hooper Locum Responsible Financial Officer (RFO) who took the Minutes.

**1. Apologies for absence**

Mrs Anne Wilson (Locum Clerk) sent her apologies  
Mr Keith Andrews was not present – no apologies received.

**2. Minutes of the TEC meetings.**

Managers were asked to approve the minutes of the following meetings:

- The meeting on the 6th May 2026. Following discussion, the Chair annotated the minutes with agreed amendments and they were unanimously agreed and subsequently signed.
- TEC AGM – Wednesday 3rd June 2026. Following discussion, the Chair annotated the minutes with agreed amendments and they were unanimously agreed and subsequently signed
- The meeting held on Thursday 18th June 2026. At that meeting it was agreed that the accounts for FY 2025/26 were incorrect. The Locum RFO reviewed the accounts in light of additional information produced at that meeting. The accounts were recirculated to all the members of TEC and they were unanimously agreed at this meeting. Following discussion, the Chair annotated the minutes with agreed amendments and they were unanimously agreed and subsequently signed. **ACTION : Locum RFO to contact Charity Commission and resubmit the corrected accounts for 2024/25 and 2025/26.**

The Chair explained that she would make clean copies of the approved minutes before publication on the MPC website.

**3. Regarding Line Bank**

An independent project group has been working on achieving proof of ownership of land appertaining to Line Bank comprising Mrs Jayne Watson (former Chair of TEC), Mr Royce Marshall (retired land lawyer), and Julie Watkins who is a current TEC Trustees.

**3.1 Trustees were asked to;**

“Receive an update on progress made to establish ownership of land appertaining to Line Bank which is currently unregistered. Do trustees wish to continue to pursue title and establish registered ownership?”

This relates to the Bridleway. Lengthy discussion was held regarding the Line Bank in light of the new information which has been made available following the extensive research undertaken. It was unanimously agreed that the Trustees did wish to pursue title and establish registered ownership. Julie was asked to thank Jayne Watson and Royce Marshall for their help with this matter and establish with them what are the next steps to be taken. Further discussion will be facilitated at the next meeting on the 27th October.

**3.2 Trustees were asked to;**

“Consider land appertaining to Line Bank which is currently registered to the Environment Agency. Do trustees wish to pursue transfer of ownership of one, two, or all three parcels of land?”

It was unanimously agreed that the Trustees did wish to pursue transfer of ownership of all three parcels of land. A final decision about accepting ownership would be dependent upon the terms and conditions the EA may impose upon transfer. Julie agreed to seek further clarification from

the EA. Drafting a Memorandum of Understanding was also discussed. Further discussion will be facilitated at the next meeting on the 27th October.

3.3 Trustees were asked to;

“Note the report received from Natural England regarding major environmental management intervention of the Line Bank habitats. Do trustees wish to support the Hydrology Report being suggested?”

It was unanimously agreed that a further onsite meeting be arranged with David Jackson of Natural England to better understand the implications and consequences of any further action. Discussion was held re canvassing opinion from the local community once further information is available before any decision is taken. This will be discussed further at the next TEC meeting on 27th October.

The Chair requested that TEC’s thanks for all the hard work undertaken by Jayne Watson, Julie Watkins and Royce Marshall be minuted. This was unanimously agreed.

#### 4. TEC Constitution

Trustees have committed to review the Constitution of Town Estate Charity between this meeting and the meeting preceding the 2027 AGM. Any decisions made before the 2027 AGM will not become live until they have been presented to members of the public who attend at that time. Agreements will be reported to attendees of that meeting and ratified at the 2027 AGM. Questions to be considered as part of the yearlong review include;

4.1 “Do trustees/managers prefer to be referred to as Trustees or Managers?”

Discussion was held regarding whether the term Trustee could only relate to the body of the TEC or also to its members. Further clarification is to be sought from the Charity Commission.

4.2 “The name of the Charity is “Town Estate Charity”. Do trustees wish to keep this name or discuss proposals to change the name?”

A suggestion was made to change the name to ‘Town Estate Charity - Misson’ as there are a number of Town Estate Charities nationally. Sue Scott said a change to the name of the Charity was unnecessary as the full name of the Charity is “Town Estate Charity (Formerly Embankment Enclosure Trust)” and there was only one.

4.3 “The Minutes of TEC meetings are not currently made available to the public; do trustees wish them to be?”

It was unanimously agreed to make the approved minutes of meetings available on the website with immediate effect.

4.4 “At present, members of the public are only permitted to attend one meeting; the Annual General Meeting. Do trustees wish to open more meetings to allow members of the public to observe?”

The majority view was to retain the status quo regarding public attendance at meetings at this time. This is based on there being a great deal of work to be done at present and much discussion between Trustees to be undertaken. It was unanimously agreed that allowing observers changed the dynamic of discussions and would be likely to slow things down. It was agreed it might be something a future board of TEC Trustees may wish to re-visit.

4.5 “At present, members of the public are only permitted to ask questions at one meeting; the Annual General Meeting. Do trustees wish to open more meetings to allow members of the public to ask questions?”

The majority view was to retain the status quo regarding any increased public attendance at meetings including the asking of questions, at this time. It was agreed it might be something a future board of TEC Trustees may wish to re-visit.

4.6 “Currently the primary purpose of the Charity is described in The Constitution as; “The object of the Charity is the general benefit of the inhabitants of the area of benefit in such charitable ways as the trustees thinks fit”. Is this still the appropriate intended mission of Town Estate Charity in 2026 and for the next sixty years?”

The general census was that the Board are content with the sentiment of the aim. The Chair proposed a change that would keep the sentiment, but make it easier to understand. “The object of the Charity is the general benefit of the inhabitants of Misson Parish in such charitable ways as the trustee thinks fit”.

It was noted that this is a year-long review.

**5. Date of Next Meeting.**

The next meeting of Town Estate Charity will be held 27th October 2026 at 7.00pm in The Peter Wilde Room at Misson Parish Hall. This closed the business at 8:30pm.

The following note seeks to capture what happened next, and is an addendum to the draft minutes to be considered for approval.

**6. Other Business.**

Following conclusion of the business which was on the agenda, Mrs Sue A Scott produced several pieces of correspondence which she said indicated that someone had been contacting Nat West Bank, United Trust Bank and the Rural Payments Agency in her name to obtain information which she stated was fraud. She was clearly very angry about the situation as she saw it.

The manner in which this was undertaken did not engender thoughtful discussion – the other members were in effect blindsided with information not made previously available to them.

The explanation of what may have happened here, is this : MPC had instigated a number of administration improvement projects in September 2025. One of these was to establish an up-to-date document set for the management of the TEC which included the financial information. The person who was leading this project with the minuted permission of MPC was Mrs Susan E Scott (a former Parish Clerk). Clearly, these two individuals having the same name might easily confuse things.

As part of the task, Nat West and United Trust were each contacted by Mrs Susan E Scott for current information about the accounts held with them. In each case Mrs Sue A Scott (former TEC Secretary and now a Parish Councillor) was found to be the historic named contact point relating to the period she was employed by MPC as TEC Secretary, as this information had not been updated. Achieving a change of contact details was indeed one objective of the TEC admin project.

In leading this improvement project on behalf of MPC, Mrs Susan E Scott (former Parish Clerk) was given the TEC passwords necessary to have meaningful dialogue with Nat West Bank, United Trust Bank and the Rural Payments Agency. She was using the [townestate@missionparishcouncil.gov.uk](mailto:townestate@missionparishcouncil.gov.uk) email in her work and making telephone calls correctly naming herself as Susan Scott.

However, as Mrs Sue A Scott was the named contact of record, any information requested would be issued as a matter of course to that contact. This does not constitute fraud as there was no intentional act to deceive or secure an illegal or unfair gain and Cllr Sue A Scott was well aware of the TEC admin improvement project.

At no time was Mrs Susan E Scott able to access any TEC money or make any financial adjustments to any of the accounts.

The Chair closed the formal meeting at 8:45pm.