

## **Workshop Charter Trustees**

### **Minutes of the AGM 17<sup>th</sup> June 2014 @ 6pm held in Ceres Suite**

Present: Cllrs W Barker, C Entwistle, S Fielding, D Foley, G Jones, S May, D Potts, J Potts, M Richardson, K Greaves, J White, and S MacDonald Clerk

#### **1001 To Open the meeting**

Cllr Sylvia May started by saying that upon investigation she was unsure of the legality of the Charter Trustees. (Chairs Report below) so the meeting was opened by Linda Dore of Bassetlaw District Council. Linda invited the Trustees to vote for a chairman.

It was resolved to appoint Cllr S May as Chairman.

Linda then left the meeting for Cllr May to continue with.

#### **1002 To receive apologies**

Apologies were received from Cllrs J Leigh, D R Pressley, JC Shephard and G J Wynne

#### **1003 To receive Declaration of interests**

None were declared.

#### **1004 Appointment of Officers**

It was resolved to appoint Cllr G Jones as Vice-Chair

It was resolved to appoint Cllr Entwistle as Finance Officer

#### **1005 To receive Chairs Report**

Our first initiative from last years' AGM was to support a civic event to support St George's Day. Several meetings of a small group to action this were held, and invitations to other groups but principally schools were sent.

There was a very poor response to these invitations which were followed up by email and telephone calls.

A small group of interested parties, Gwyneth and myself, one scout master discussed an outline programme for the day. It was at this point that it was realised the event clashed with Easter holidays and that ruled out to some extent the only 2 schools who had agreed to take part. We made the decision to cancel this event.

At a later meeting we discussed what we might do in the future and the discussion centred around raising a precept to fund a range of different events/activities. It was at that point I became uncomfortable and wanted to clarify the role of the Charter Trustee's and what we could raise a precept for especially in the present economic climate.

In spite of our best efforts we could find little in terms of a paper trail re constitution, role or minutes and our investigations led up at some point to doubt the legality of our existence.

There is also the question of what happens to the funds we hold and what happens at the end of the financial year if monies are not spent.

In short a constitution needs to be drawn up (not now but soon) which clearly defines the rules, regulations, responsibilities and processes that apply to Charter Trustee's

We agreed at the last meeting to appoint a clerk to the trustees @ £200 to set up and then £300 per annum thereafter

It was resolved to engage Susan MacDonald to this position.

**1006 To present and agree accounts**

C Entwistle presented the year end accounts as these had to be sent to the external auditors, Grant Thornton ASAP.

The closing balance as at 30.3.14 was £3087.65 this being an increase of £2455 on the previous year These accounts were accepted and it was resolved that C Entwistle would send the accounts to Grant Thornton.

**1007 Re-affirmation of the constitution**

As Cllr May had already stated, there was no evidence of a constitution being set up for the Woksop Charter Trustees.

It was resolved to set up a working party to put together a new constitution and bring it back to the Charter Trustee's at the end of September

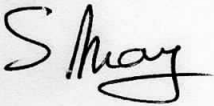
This party consisted of Cllrs S May, G Jones, C Entwistle, D Potts, S Fielding and S MacDonald, Clerk.

**1008 Any other items for discussion**

Discussion was made as to what would be spent from the funds in the bank and several suggestions were put forward.

It was resolved to discuss this matter at the next meeting.

Meeting Closed



Signed

Date: 9<sup>th</sup> October, 2014