

ANNUAL CHARITY TRUST

MEETING TO BE HELD ON

THURSDAY 25 JANUARY 2024

**TO COMMENCE IMMEDIATELY FOLLOWING THE TOWN COUNCIL MEETING WHICH IS
DUE TO COMMENCE 6.30PM AT HYTHE TOWN HALL**

NOTICE OF MEETING

19 January 2024

TO REPRESENTATIVES OF THE CHARITY TRUST

**Please note. This meeting will be filmed for minute taking only. THIS MEETING WILL NOT BE
LIVE STREAMED ON FACEBOOK.**

A G E N D A

**SHOULD ANY REPRESENTATIVE HAVE ANY QUESTIONS TO ASK OF THE SECRETARY
REGARDING THE CONTENTS OF THIS AGENDA AND THE ATTACHED PAPERS WOULD
THEY PUT THEM TO THE SECRETARY'S OFFICE 48 HOURS IN ADVANCE OF THE MEETING.
THE CHAIRMAN WILL DEAL WITH ANY QUESTIONS REGARDING POLICY AT THE MEETING.
THANK YOU.**

1. Appointment of Officers for the ensuing year

1 Chairman 2 Vice- Chairman 3 Secretary

(Usually the Mayor and Deputy Mayor for the ensuing year and Town Clerk)

2. Apologies for Absence

3. Minutes of the Charity Trust Annual General Meeting held on 19 January 2023.

To approve the minutes as a correct record of the meeting.

4. Minutes of the Ordinary Charity Trust Meeting held on 05 October 2023.

To approve the minutes as a correct record of the meeting.

5. Declarations of interest

6. Financial update on the Charity's accounts – Report C/10/23 refers

To receive and approve the year to date financial statements of the Davis Oaklands Charitable Gift for the current year ending 31 December 2023.

7. Financial update on the Charity's accounts – Report C/11/23 refers

To receive and approve the final audited financial statements of the Davis Oaklands Charitable Gift for the current year ending 31 March 2023.

8. To fix the dates of the Ordinary Meetings for the ensuing year.

To consider the meetings are to be held quarterly and follow on after the Hythe Town Council full council meetings as in previous years.

9. To approve the auditor and audit fees for the ensuing year.

To approve a budget of £500 for the 2023.24 internal audit year end fee.

10. To consider any changes to the constitution/governing document.

This is an annual review of the documents which are available in the Office for Representative's inspection.

11. Hythe Museum Trustee Report to December 2023

To receive and note the annual report from the Honorary Curator.

12. Local History Room

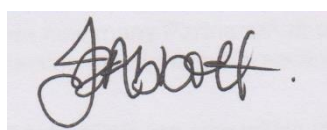
To discuss and consider an increase from the usual annual £1,000 non-contractual honorarium payment to the volunteer honorary curator for the ensuing year.

13. Charities Update – Report C/12/23 refers

To discuss the recommendations made within the report.

14. Peace Monument

To discuss a proposal to site a Peace Monument on the hard standing space adjacent to the Bandstand in Oaklands Park.

A handwritten signature in black ink, appearing to read 'Julie Abbott', on a light-colored rectangular background.

Ms Julie Abbott

Secretary to the Trust