

MINUTES OF THE

CHARITY TRUSTS ANNUAL GENERAL MEETING

HELD ON THURSDAY 19 January 2023

Present: The Right Worshipful Mayor of Hythe,
Representative J Martin (In the Chair)

Representatives M Dearden, P Graham, A Jones, S McConnell, K Miles, D Owen,
T Prater, N Slade, D Wade, M Whybrow, and H Williams

Also Present: The Town Clerk and Secretary of the Trust.

1. APPOINTMENT OF OFFICERS FOR THE ENSUING YEAR

It was

PROPOSED BY: Representative M Dearden
SECONDED BY: Representative D Owen and

AGREED – That the following appointments be made:

1. Chairman

The Mayor for the time being, be appointed as Chairman of the Charity Trust Meetings for the ensuing year.

The Mayor in the Chair.

2. Vice-Chairman

The Deputy Mayor for the time being, be appointed as Deputy Chairman of the Charity Trust Meetings for the ensuing year.

3. Secretary

That the Town Clerk be appointed as Secretary of the Trust for the ensuing year.

Voting:

For 12 Against 0 Abstain 0.

2. APOLOGIES FOR ABSENCE

Representatives J Hawkins.

3. MINUTES OF THE CHARITY TRUST ANNUAL GENERAL MEETING OF 22 JANUARY 2022

It was

PROPOSED BY: Representative S McConnell
SECONDED BY: Representative M Whybrow and

AGREED - The Minutes of the Charity Trust Ordinary Meeting held on 22 January 2022 having been circulated, be confirmed as a correct record of the meeting.

Voting:

For 12 Against 0 Abstain 0.

4. MINUTES OF THE CHARITY TRUST ORDINARY MEETING OF 10 NOVEMBER 2022

It was

PROPOSED BY: Representative A Jones

SECONDED BY: Representative T Prater and

AGREED - The Minutes of the Charity Trust Ordinary Meeting held on 10 November 2022 having been circulated, be confirmed as a correct record of the meeting.

Voting:

For 12 Against 0 Abstain 0.

5. REGISTRATION OF DECLARATION OF INTERESTS

No declarations were received.

6. FINANCIAL UPDATE ON THE CHARITY ACCOUNTS – REPORT C/12/22

The representatives discussed the Secretary to the Trust's report C/12/22.

It was

PROPOSED BY: Representative D Wade

SECONDED BY: Representative T Prater and

AGREED – That

1. The Secretary to the Trust's report C/12/22 be received and the accounts be accepted.
2. The Secretary look into other comparable investment accounts and report back to a future Charities Trust meeting.
3. An investigation into extra bank accounts be investigated so that one bank account alone does not hold more than the FCSC limit of £85k.

Voting:

For 12 Against 0 Abstain 0.

7. ORDINARY MEETING DATES

It was

PROPOSED BY: Representative D Wade

SECONDED BY: Representative N Slade and

AGREED – That the dates for the Ordinary Meetings of the Charity Trust be held quarterly for the ensuing year, so, as to coincide with the appropriate Council meetings.

Voting:

For 12 Against 0 Abstain 0.

8. AUDITOR AND AUDIT FEES

It was

PROPOSED BY: Representative M Dearden
SECONDED BY: Representative K Miles and

AGREED – That the internal auditor D Buckett be re-appointed for the ensuing year and that the usual audit fees of no more than £500, be noted and accepted.

Voting:

For 12 Against 0 Abstain 0

9. GOVERNING DOCUMENTS

Trustees considered any changes to the constitution/governing documents, in accordance with Charity Standing Orders, which had been placed in the Office for Representative's inspection.

It was

PROPOSED BY: Representative S McConnell
SECONDED BY: Representative N Slade and

AGREED – That no changes be made to the governing documents.

Voting:

For 12 Against 0 Abstain 0

10. LOCAL HISTORY ROOM

The Representatives discussed the non-contractual £1,000 annual honorarium payment to the volunteer honorary curator.

It was

PROPOSED BY: Representative D Owen
SECONDED BY: Representative K Miles and

AGREED – That the honorarium of £1,000 be paid to the volunteer honorary curator and that he be thanked for all his hard work with the improvements to the museum, over the past year.

Voting:

For 12 Against 0 Abstain 0

11. HYTHE MUSEUM TRUSTEE REPORT TO DECEMBER 2022

The Representatives considered the Curator's Hythe Museum report to December 2022.

It was

PROPOSED BY: Representative P Graham

SECONDED BY: Representative D Wade and

AGREED – That the Honorary Curator's report to December 2022 be received and he be thanked for submitting his report.

Voting:

For 12 Against 0 Abstain 0

Representative T Prater wished to pass on Sandgate Parish Council's thanks for the acquisition of the canon that was originally sited at the Hythe Imperial Hotel, and is now positioned on Sandgate seafront.

12. INSTALLATION OF NEW PLAY EQUIPMENT

The Representatives discussed the proposed installation of new play equipment on charity owned land as per HTC Report F&GP/25/22.

It was

PROPOSED BY: Representative P Graham

SECONDED BY: Representative D Wade and

AGREED – That the new play equipment purchased by Hythe Town Council from CIL Reserves be granted permission be installed at Eaton lands and Burmarsh Recreation Ground.

Voting:

For 12 Against 0 Abstain 0

The Meeting closed at 19.18 hrs.