



East Worlington Parish Hall

East Worlington, Crediton, Devon EX17 4TS

Charity Number 267969

EAST WORLINGTON PARISH HALL TRUSTEES / MANAGEMENT COMMITTEE

Annual General Meeting

Date: **Thursday 13th May 2021**
Time: **7.30pm**
Venue: **Via Zoom due to Covid 19**

AGENDA

- 1. Meeting Opened by the Existing Chair**
- 2. Present and Apologies**
- 3. Minutes of AGM dated 14th May 2020**
- 4. Matters Arising**
- 5. Annual Trustees Report – Achievements of the Year**
- 6. Treasurer's Report**
- 7. Notification of Organisations Representatives**
 - i Parish Council
 - ii Parochial Church Council
 - iii East Worlington Primary School / Chulmleigh Academy Trust

8. Election of Elected Trustees

There are seven elected Trustees. All elected Trustees stand down at this meeting and confirm that they wish to stand for a further year or not. Any member of the community may stand to be a Trustee. Those present, that are resident within East Worlington Parish, are eligible to vote. If there are less or the same number of nominees compared to the Trust's number of Elected Trustees those nominees are elected. If there are more nominees than the number of Elected Trustees compared to the Trust's number of Elected Trustees those nominees with the most votes are elected as Trustees.

9. Co-opted Trustees

The Elected Members can co-opt up to three members who then are Trustees.

10. Election and Appointment of Officers of the Committee

The election of Officers is made by the Trustees.

- i. Chair;
- ii. Vice-chair;
- iii. Honorary Treasurer;
- iv. Honorary Secretary / Booking Secretary;

11. Sub-Committees

- i. Approval of sub-committees and membership. Sub-committees exist to enable work to progress between Trustees meeting. Sub-committee must have at least two Trustees and any number of co-opted members of the community that contribute to the Hall through the organisation and management of the implementation of projects and activities.
 - a. Conservation, Improvement and Maintenance Sub-Committee
 - b. Heritage Sub-Committee
 - c. Community Programme Sub-Committee
 - d. Business including: Finance, Administration, Publicity and Marketing, Communication

12. Date of Next AGM

- **Thursday 12th May 2022**