



BARNHAM AND EASTERGATE COMMUNITY TRUST

NOTICE OF MEETING

NOTICE IS HEREBY GIVEN that the Annual General Meeting of Barnham and Eastergate Community Trust will be held at Barnham Community Hall, Yapton Road, Barnham PO22 0AY on **Tuesday 21st May 2024 at 6.30 p.m.** to transact the following business.

AGENDA

- 1. To approve the Minutes of the Annual General Meeting of Barnham Community Trust held on 24th May 2023**
- 2. To receive the annual report of the Chairman**
- 3. To receive the accounts of the CIO for the financial year 1st April 2023 to 31st March 2024**
- 4. To appoint Smithe & Co as the independent examiner to examine the accounts of the CIO**
- 5. To note the resignation of Tim Crabb as a Trustee**
- 6. Election/Appointment of Trustees according to the CIO constitution**
(All persons named have indicated a willingness to be elected/appointed and the term of office will be until the next AGM)
 - 6.1 The meeting will seek to re-elect the following persons as Trustees until the next AGM (Clause 9.4):
 - a. Terry Bedford
 - b. Chris Allington
 - c. Bill Leath
 - d. John Kilroy
 - e. David Phillips
 - 6.2 The meeting will seek to appoint the following persons as Trustees until the next AGM (Clause 9.5):
 - a. Tony Chamberlain
 - b. Chris Playford
 - 6.3 The Trustees will appoint the following person as a co-opted Trustee (Clause 9.6):
 - a. Martin Burrell
 - 6.4 Barnham and Eastergate Parish Council has recommended the appointment of Heather Kilroy as a Charity Trustee and the Trustees will endorse that appointment.

7. Following the approval of the above Trustee appointments the Board will take the following decisions:
 - a. **Declaration Forms**
All Trustees elected or appointed above are asked to confirm that there have been no changes to their personal information previously detailed on their signed Declaration Forms
 - b. **Election of Chairman**
Terry Bedford has confirmed his willingness to be re-elected as Chairman.
 - c. **Election of Vice-Chairman**
Chris Playford confirmed his willingness to be re-elected as Vice-Chairman.
 - d. **Appointment of Secretary and Financial Officer**
Alison Crabb has confirmed her willingness to remain in this role for the coming year.
8. **Establishment of BECT Executive Manager Role**
Following an informal Trustees meeting to discuss the future management structure of the Trust the Trustees are asked to confirm the establishment of a new role (BECT Executive Manager) within the organisation. The role will be advertised with the aim of recruiting a suitable candidate to commence the role in September 2024
9. **Memorandum of Understanding between BECT and Barnham and Eastergate Parish Council**
To note that the Chairman of the Trust and the Chair of the Parish will aim to undertake their annual conversation in the coming weeks and report back to Trustees and the Parish Council following their discussion
9. **National Lottery Project funding**
Update on progress and future plans

ALISON CRABB
SECRETARY, BARNHAM COMMUNITY TRUST
13th MAY 2023
Email secretary@barnhamcommunityhall.org