

WITHERNWICK VILLAGE CHARITY

Meeting for Dog Show and & Trustee Meeting Minutes

Meeting Details: Date: Friday 1st May 2026 Time: **7:30pm** Location: St Alban's Church,
Withernwick Meeting Type: **Dog Show & Trustee**

Attendees: Linda Graham (Trustee – resigned as Chair, acting in interim capacity until new Chair elected) Margaret Mann (Vice Chair), Kathy Brown (Secretary), Julianne Ashton, Charlie Wrightson, Lesley Wiles, Eliza Whitaker

Members of the Public Attending: Carol Wilkie, Nikki Harvey

Apologies: Ellen Sherman, Elaine Thompson

Agenda Items

1. Chair's Welcome to all attendees
2. Appointment of Minute Taker – Kathy Brown Appointed as minute taker
3. Approval of Previous Minutes – Approved
4. Matters Arising from previous minutes
 - Kathy Brown - has got a temporary alcohol license for dog event

Main Agenda

1. Finalise Dog Show
 - Classes to be decided
 - Lily Bakes to be asked if she wants to have a table
 - Petal and Paws Hornsea
 - BBQ meat from Sue Voase
 - Hot and Cold drinks – we already have
 - Ice Cream van
 - Dog Treats in paper cup – use cups for cold drinks
 - Another meeting before Dog Show to confirm details and who is doing what.

2. Funding for the dog show-

- We have been given £500 towards this project, which is to be utilised for the purchase of the BBQ and permanent items/equipment which can be utilised for future events

3. Review of the charity publicity at the Pegasus Event

- Good feedback and interest for the dog show
- Raised £36 for the event

4. Election of trustee roles to be discussed and voted on

- Election of 2 new trustees and 1 officer role

To Note: There were concerns regarding the appointment of one of the proposed nominees to become a trustee. The concern was that there was an outstanding issue regarding a fund application in 2023 that was not cleared with the Wind Farm, for the record, this was not the charity, it was related to another association and the trustees were satisfied with the nominee's explanation and accepted her onto the trustees.

- We do not legally need to have a permanent Chair – it was proposed to have a Shared or rotating chair. All trustees agreed.

5. Discuss Governance Framework and Lease & Deed documents

- No time to discuss in this meeting
- Agreed to have a separate meeting Wednesday 6th May – 7pm The Falcon Inn – Withernwick All trustees to support this.

6. Prepare Response to Charity Commission

- No time to discuss in this meeting
- Response to be prepared for meeting 6th May 2026
- New email address set up for meeting 6th May 2026

Decisions Summary

- Previous AGM minutes signed–
 - Approved by Charlie Wrighton Seconded by Lesley Wiles
- Carol Wilkie elected as trustee

- Proposed by Linda Graham and seconded by Charlie Wrightson - approved unanimously
- Nikki Harvey elected as Trustee
 - Proposed By Charlie Wrightson, and seconded by Eliza Whitaker – approved unanimously
- Carol Wilkie elected as treasurer
 - Proposed By Linda Graham, and seconded by Lesley Wiles – approved unanimously
- Proposed shared or rotating chair
 - Proposed By Eliza Whitaker and seconded by Kathy Brown – approved unanimously
- Meeting agreed to specifically to discuss Governance Framework and Lease & Deed documents. All trustees to support this. Arranged for Wed 6th May 2026 7pm – The Falcon
- Final meeting before Dog Show arranged for Wednesday 13th May 8pm – The Falcon Inn -Withernwick

Actions Summary

Eliza

Investigate ice cream van for dog show
 Prepare response to charity Commission
 Set up charity email address and password

Kathy Brown

- Agenda for Trustee Meeting 6th May
- Agenda for Dog Show meeting 13th May
- Confirm if we can purchase items ASAP with funding
- Purchase BBQ
- Purchase Dog Show Equipment

Next Meeting

Special Meeting: **6th May 2026, 19:00, The Falcon Inn - Withernwick**

Approval at next meeting 6th May 2026

Approved by: _____

Seconded by: _____

Signature (Chair): _____

Date: _____