

WITHERNWICK VILLAGE CHARITY

Annual General Meeting & Trustee Meeting Minutes

Meeting Details: Date: **Wednesday 22 April 2026** Time: **7:30pm** Location: **The Falcon Inn, Withernwick** Meeting Type: **Annual General Meeting**

Attendees: Linda Graham (Chair), Margaret Mann (Vice Chair), Kathy Brown (Secretary), Julianne Ashton, Charlie Wrightson

Members of the Public Attending: Lesley Wiles, Eliza Whitaker, Carol Wilkie, Nikki Harvey, Emma Pratt, Freya Pratt

Apologies: Ellen Sherman, Elaine Thompson

Agenda Items

1. Chair's Welcome – Chair gave update of years progress and thanked support from not just trustees but residents and non-residents of Withernwick.
2. Appointment of Minute Taker – Eliza Whitaker Appointed as minute taker
3. Approval of Previous Minutes - approved
4. Secretary Update – Secretary discussed charity governance framework and lease and deeds document. These need to be discussed at a special meeting to ensure it reflects the charity in 2026. This will then be submitted to the Charity Commission along with response to previous email. Email to be sent through Charity email address to comply with transparency and good governance guidelines.
5. Election of Trustees – 2 new trustees were elected. Officer roles remain open and will be discussed and voted on at special meeting May 1st 2026 @19:30.
6. Annual Accounts – Brief update
7. Any Other Business –
 - Kathy Brown asked Trustees to consider whether we should apply for temporary alcohol license – approved.
 - Julianne Ashton discussed Dog show. It was agreed that a further meeting should be arranged with the dog show as main discussion. Pe
 - Post meeting Charlie Wrightson suggested the festival of Pegasus has a lot of extras and that perhaps it would be good for charity to speak to vendors at that event.
 - Pegasus event – Date – Sunday 26th April Charity have a stall at event. This was not discuss fully. ***Conversation within the Charity messenger is suggested to establish what we need to do for this.***

Decisions Summary

- Previous AGM minutes –
 - Proposed by Charlie Wrighton Seconded by Margaret Mann - approved unanimously
- Eliza Whitaker elected as trustee
 - Proposed by Linda Graham and seconded by Charlie Wrightson - approved unanimously
- Lesley Wiles elected as Trustee
 - Proposed By Kathy Brown and seconded by Margaret Mann - approved unanimously
- Temporary alcohol licence application
 - Proposed Linda Graham and seconded by Julieanne Ashton - approved unanimously
- Meeting specifically for Dog Show to be arranged. All trustees to support this.

Actions Summary

- Chairs Report to be published on Withernwick Village Charity Facebook page.
- **Kathy Brown** to apply for temporary alcohol licence
- **All Trustees** to prepare response to Charity Commission at special meeting.
- Shared trustee email account to be established with shared password – ALL charity business to be sent through this account. – At special meeting to discuss who will set this up
- **Julianne Ashton** to ask Anne Wood if we can use Church on Friday 1st May @19:30
- **All Trustees** – for dog show to consider what businesses, or extras, would be suitable and available for dog show.

Governance Notes

It was noted that the 1991 Trust Deed remains the governing document for the charity's objects. Administrative updates in 2024 have been approved; however, changes to objects require Charity Commission approval.

Next Meeting

Special Meeting: **1 May 2026, 19:30, St Albans Church (TBC)**

Approval at next AGM

Approved by:

Seconded by:

Signature (Chair):

Date: _____