

WEM SPORTS AND SOCIAL ASSOCIATION CIO

Registered Charity No 1181598

To all Trustees

Wem Library
3 High Street
Wem
SY4 5AA
01939 232733
info@wem.gov.uk

15.11.23

Dear Trustee

A meeting of the trustees has been arranged to take place on **Wednesday 22nd November 2023 at 15.00** The meeting will be held in the Town Council meeting room Wem Library.

P O'Hagan
Secretary

- 1 Apologies for Absence** – to receive.
- 2 Meeting Minutes** – to approve as a correct record the minutes of the trustees meeting held 25.10.23 (copy enclosed)
- 3 Progress Report** - To receive a report from the Secretary and Groundsman (copy enclosed).
- 4 Disposal of assets Charity Commission Requirements**
 - a) To consider the recommendations outlined in the valuation report produced by Simon Beedles FRICs relating to the leasing of land at the Butler Sports Centre for a football clubhouse.
 - b) Based on the report's recommendations to consider that the proposed terms are the best that trustees can reasonably get for the charity.
- 5 Football Clubhouse**
 - a) To approve the draft lease.
 - b) to discuss proposed insurance cover for the installation works
- 6 Fireworks 2023** – to review event and make recommendations for future event should it be held
- 7 Finance**
 - a) To receive 2023-24 budget report to 15.11.23
 - b) To consider any outstanding income
 - c) 2024-25 budget - to discuss
 - d) 2024-25 Fees – to discuss
 - e) 2024-25 Town Council Contribution request – to approve
 - f) Internal controls - to review Financial Risk Assessment, Internal Controls and Schedule of inspections
- 8 Changes to the finance model of WSSA** – to consider presentation by Bob Barker

9 Other Matters of Concern – for consideration.

10 Date of meetings - to set date of next meeting