

WEM SPORTS AND SOCIAL ASSOCIATION CIO

Registered Charity No 1181598

To all Trustees

Wem Library
3 High Street
Wem
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info@wem.gov.uk

18.10.23

Dear Trustee

A meeting of the trustees has been arranged to take place on **25th October 2023 at 14.00** 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 7.9.23 (copy enclosed)
- 3 **Progress Report** - To receive a report from the Secretary and Groundsman (copy enclosed).
- 4 **Finance**
 - a) To receive 2023-24 budget report to 17.10.23
 - b) Electricity contract – to note the change of electricity contract
- 5 **Role of Secretary Treasurer** – to note that the Town Council have considered the role with one slight amendment.
- 6 **Football Clubhouse**
 - a) to consider plans provided by Wem Town FC for the location of the building, fences and access points
 - b) to discuss legal requirements for sales, longer leases and other forms of land disposal by charities and how the trustees must approach this
 - c) To review the draft lease
 - d) To consider request received from Wem Town FC to start work as detailed prior to the lease being signed.
- 7 **Fireworks 2023** – to consider risk assessment and associated documentation and appoint the person in overall control of the event
- 8 **Other Matters of Concern** – for consideration.
- 9 **Date of meetings** - to set date of next meeting