

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

21.12.23

Dear Trustee

A meeting of the trustees has been arranged to take place on **Thursday 4th January 2024 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 22.11.23 (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 31.12.23 (to follow)
 - b) To consider any outstanding income
 - c) 2024-25 budget - to review and consider matters deferred from 22.11.23
- 5 **Trustee Vacancies** – to consider nomination put forward by Wem Tennis Club
- 6 **Asbestos Report and Management Plan** – to consider
- 7 **Martyns Law** - to consider implication for future hire of facilities for events
- 8 **Other Matters of Concern** – for consideration.
- 9 **Date of meetings** - to set date of next meeting