

# WEM SPORTS AND SOCIAL ASSOCIATION CIO

Registered Charity No 1181598

To all Trustees

Wem Library  
3 High Street  
Wem  
SY4 5AA  
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1.9.23

Dear Trustee

A meeting of the trustees has been arranged to take place on **Thursday 7<sup>th</sup> September 2023 at 17.00** The meeting will be held in the Town Council meeting room Wem Library on. *Please note this meeting will follow a meeting at 16.00 with representatives from Wem Town Football Club.*

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 24.7.23
- 3 **Progress Report** - To receive a report from the Secretary and Groundsman (copy enclosed).
- 4 **Finance**
  - a) To receive 2023-24 budget report to 31.8.23
  - b) Nationwide Account – to update signatories
  - c) Accounts overview – to set date to review accounts
- 5 **Role of Secretary Treasurer** – to discuss and agree remit of the role
- 6 **Albion Bowling Club** – to discuss request for installation of access path
- 7 **Fire Risk Assessment** – to consider report and discuss gas bottles held in the scout's shed.
- 8 **Fireworks 2023** – to agree price and advertising budget
- 9 **Other Matters of Concern** – for consideration.
- 10 **Football Clubhouse**
  - a) to consider Wem Town FC's response to proposed other terms to be included in the lease
  - b) To review and agree heads of terms
  - c) To discuss length of lease and consider draft lease
- 11 **Date of meetings** - to set date of next meeting