

Proposals for next CHAFT committee meeting Wednesday 8th June 2022
Governing Document changes that do not require Charity Commission permission

- 1 Constitution** - Due to the failure to inform the Charity Commission of the changes to clause 6(2) of Governing Document following a committee meeting on 14th October 2019 it is proposed that we now agree to the following groups being able to appoint a representative member. It is unlikely that the proposed changes to the Constitution of the committee will be ready in time for the next AGM and that the committee will continue to be formed from three elected and seven representative members. Clause 6(1) Two representative members to be appointed by Charney Bassett Parish Council remains unchanged.

Proposal - changes to Clause 6(2)

- (1) One representative member shall be appointed by
- (a) The Parochial Church Council of Charney Bassett St. Peter's
 - (b) Charney Bassett Table Tennis Club
 - (c) Charney Bassett Vale Islanders
 - (d) Charney Bassett Coffee Club
 - (e) Charney Bassett History Group

- 2 Committee meetings**

Proposal - changes to clause 15

- (a) The committee will hold a minimum of four meetings in a year.
- (b) One such meeting must involve the physical presence of those trustees who attend the meeting.
- (c) Other meetings may take such form, including videoconferencing, as the members decide provided that the form chosen enables the members to both see and hear each other.
- (d) Members shall collectively make the decision in advance for in-person or virtually in respect of any given meeting, and the chosen medium shall be clearly identified on the agenda and communicated to the local community so that members of the public wishing to attend may have access as appropriate in person or virtually on request to the secretary.
- (e) The minutes of Committee meetings, whether held in person or virtually, shall be made available to the public.
- (f) Delegated working parties may meet in whatever method the members of said working party feel is best suited to their operation but shall report back to Committee at regular intervals on the progress of their work.

- 3 Minutes and Accounts**

Proposal – changes to clause 18

- a) Minutes can be kept in electronic form.
- b) Books of account may be kept in electronic form.
- c) Trustees shall comply with their obligations under the Charities Act 2011 with regard to preparation and filing of Annual report and Accounts where this is required.

- 4 Rules**

Proposal – additions to clause 19

- (a) Create such sub-committees and working parties as the members see fit.
- (b) To do any other lawful thing that is necessary or desirable for the achievement of the objects.

- (c) The members may from time to time make regulations for the management of the charity and for the conduct of their business, including:
 - a. The calling of meetings
 - b. Methods of making decisions in order to deal with cases or urgency when a meeting is impractical
 - c. The deposit of money at a bank
 - d. The custody of documents
 - e. The keeping of authenticating of records.

5 Delegation

Proposal – additions to clause 19

- a) In addition to their statutory powers, the members may delegate any of their powers or functions to a sub-committee or working party of one or more trustees. The sub-committee or working party must act in accordance with any direction given by the members. It must not incur expenditure on behalf of the charity except in accordance with a budget previously agreed by the members.
- b) The members must exercise their powers to delegate at properly convened meetings except where they have made other arrangements for making decisions under clause 19 (amendment). Terms of delegation will be recorded in the minutes of such meeting.
- c) All acts and proceedings of sub-committees or working parties must be regularly reported to the Committee

6 Insurance

Proposal – additions to clause 20

- a) Insure in respect of the play equipment
- b) Insure in respect of public liability and employer's liability.
- c) A charity trustee may benefit from trustee indemnity insurance cover purchased at the charity's expense in accordance with, and subject to the conditions in, section 189 of the Charities Act 2011.

7 Receipts and Expenditure

Proposal – additions to clause 21

- a) Insure in respect of the play equipment
- b) Insure in respect of public liability and employer's liability.
- c) A charity trustee may benefit from trustee indemnity insurance cover purchased at the charity's expense in accordance with, and subject to the conditions in, section 189 of the Charities Act 2011.