

SPECIAL MEETINGS

- 22 A special meeting may be called at any time by the chairman or any two trustees upon not less than four days notice being given to the other trustees of the matters to be discussed but if the matters include an appointment of a trustee (or a proposal to amend any of the trusts of this deed) then upon not less than 21 days notice being so given. A special meeting may be called to take place immediately after or before an ordinary meeting.

QUORUM

- 23 There shall be a quorum when at least one third of the number of trustees for the time being or three trustees, whichever is the greater, are present at a meeting.

VOTING

- 24 Every matter shall be determined by a majority of votes of the trustees present and voting on the question. The chairman of the meeting shall have a casting vote whether he or she has or has not voted previously on the same question but no trustee in any other circumstances shall give more than one vote.

MINUTES

- 25 One of the trustees shall be elected Honorary Secretary for a period of one year and shall keep minutes in books kept for the purpose of the proceedings of their meetings.

ACCOUNTS

- 26 The trustees shall comply with their obligations under the Charities Act 1992 (or any statutory re-enactment or modification or that Act) with regard to:
- (1) the keeping of accounting records for the Charity;
 - (2) the preparation of annual statements of account for the Charity;
 - (3) the auditing or independent examination of the statements of account of the Charity; and
 - (4) the transmission of the statements of account of the Charity to the Commissioners;
 - (5) the trustees shall also send a copy of the statements of account to the Parish Council of Appleford;
 - (6) the trustees shall also provide a copy of the statements of account for public perusal during the Annual Parish Meeting.

ANNUAL REPORT

- 27 The trustees shall comply with their obligations under the Charities Act 1992 (or any statutory re-enactment or modification of that Act) with regard to the preparation of an annual report and its transmission to the Commissioners

ANNUAL RETURN

- 28 The trustees shall comply with their obligations under the Charities Act 1992 (or any statutory re-enactment or modification of that Act) with regard to the preparation of an annual return and its transmission to the Commissioners

GENERAL POWER TO MAKE REGULATIONS

- 29 Within the limits of this deed the trustees shall have full power from time to time to make regulations for the management of the Charity and for the conduct of their business, including the calling of meetings, the deposit of money at a bank and the custody of documents.

BANK ACCOUNTS

- 30 Any bank account in which any part of the trust fund is deposited shall be operated by the trustees and shall be held in the name of the Charity. All cheques and orders for the payment of money from such account shall be signed by at least two trustees.

TRUSTEES NOT TO BE PERSONALLY INTERESTED

- 31 No trustee shall acquire any interest in property belonging to the Charity (otherwise than as a trustee for the Charity or receive remuneration or to be interested (otherwise than as a trustee) in any contract entered into by the trustees).

MANAGEMENT OF LAND

- 32 Subject to any consents which may be required by law, the trustees shall either sell or let any land belonging to the Charity which is not required to be retained or occupied in furtherance of the objects.

LEASES

- 33 The trustees shall ensure that on the grant by them of any lease the tenant shall execute a counterpart lease. Every lease shall contain a covenant on the part of the tenant for the payment of rent and a proviso for re-entry on non-payment of the rent or non-performance of the covenants contained in the lease.

REPAIR AND MAINTENANCE

- 34 The trustees shall keep in repair and insure to their full value against fire and other usual risks all the buildings of the Charity which are not required to be kept in repair and insured by the tenant and shall also insure suitably in respect of public liability and employer's liability.

AMENDMENT OF TRUST DEED

- 35.1 The trustees may amend the provisions of this deed, provided that:

35.1.1 no amendment may be made to clause 5 (the objects clause) (unless it appears to the trustees that the objects can no longer provide a suitable

and effective method of using the trust fund);

35.1.2 no amendments may be made which has the effect of the charity ceasing to be a charity at law.

35.2 Any amendment shall be made by deed under the authority of a resolution passed at a special meeting of the trustees.

35.3 The trustees should promptly send to the Commissioners a copy of any amendment made under this clause.

INTERPRETATION

36 In this Declaration of Trust:-

36.1 words expressed in any gender shall where the context so requires or permits include any other gender;

36.2 words expressed in the singular shall where the context so requires or permits include the plural; and

36.3 the headings to clauses are inserted for convenience only and shall not affect the construction of this Deed.

IN WITNESS whereof the parties have hereunto set their respective hands the day and year first before written

SIGNED as a deed by)
GERVASE ELWES DUFFIELD)
(an ex-officio trustee) in)
the presence of:)

G. E. Duffield

G. J. Rix
GRAHAM JOHN RIX
61 VANTAGE ROAD, WALLINGFORD

clerk to the council

SIGNED as a deed by)
MARTIN STANMORE)
(an ex-officio trustee) in)
the presence of:)

M. Stanmore

G. J. Rix
as above

SIGNED as a deed by)
AUDREY ANN SHARP)
(an ex-officio trustee) in)
the presence of:)

Audrey A. Sharp

G. J. Rix
as above

Signed as a deed by BARBARA CONSTANCE CLARKE
(a nominated trustee) in the presence of:

) Bb Clarke
)

G.J. Rix

Witness's name:

.....
GRAHAM JOHN RIX

Witness's address:

.....
61 WANTAGE ROAD

.....
WALLINGFORD

.....
look to the council

Signed as a deed by RONALD WILFRED MUTTRAM)
(a nominated trustee) in the presence of:)

R. Muttram

G.J. Rix

Witness's name:

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GRAHAM JOHN RIX

Witness's address:

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as above

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