

GREAT COXWELL PARISH ROOM CHARITABLE TRUST (300155)

Dear Trustee

You are summoned to attend a meeting of the Great Coxwell Parish Room Charitable Trust to be held on Monday 9th September 2024, immediately following a meeting of the Great Coxwell Parish Council, in the Reading Room.

Joanna Farrant

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Parish Clerk

02 September 2024

AGENDA

- 1. Apologies**
- 2. Declarations of Interest**
- 3. Signing of minutes of previous meeting 01.07.2024**
- 4. Likely repairs within 2024/5 budget:**
 - 4.1.** Front wall repair - quotes
- 5. Upkeep:**
 - 5.1.** Deep Clean
 - 5.2.** Plumbing under sink
 - 5.3.** Thermostat
 - 5.4.** Annual boiler service
- 6. Finances**
 - 6.1.** Report submission of Charity Commission annual return
 - 6.2.** To note payments/income as reported at Parish Council meeting
 - 6.3.** To agree appointment of Lisa Wilkinson for external examination of accounts for financial year 2024/5.
- 7. Any other business**
 - 7.1.** Cellar insulation and hand-rail quotes as reported at Parish Council meeting.