

Appledore Village Hall Governing document - synopsis.

This document provides a lay explanation of the rules concerning the administration of Appledore Village Hall. It is not a legal text. It does not set out all the governing details. It sets out the most significant points, in the view of the author. Anyone requiring further details is referred to the Trustees.

Appledore Village Hall is a Charity, registered with the Charities Commission (Reg No 274808). The charity was formed under an agreement between The Canterbury Diocese, The Appledore Parochial Church Council and Appledore Parish Council, dated April 22 1977. This is a complex document but in essence the trust conditions are established under a schedule to the trust deed document called The First Schedule. This is summarised below:

- A. The Village Hall shall be held in trust for the use of the inhabitants of the said Parish of Appledore ... without distinction of political religious or other opinions including use for meetings lectures and classes and for other forms of recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants.
- B. The trust property shall be administered ... by the committee of management.
- C. The committee shall consist of five elected members and may include not more than nine co-opted members.
- D. The elected members ...shall be elected at the Annual General Meeting... .
- E. Item 5 (a) mandated a schedule of local organisations to be represented on the management committee. This list had become obsolete. At the trustees' meeting of 17 May 2021 it was resolved that in place of item 5 (a) of the schedule there should be substituted:

“The charity trustees shall maintain a list of user bodies from within the area of benefit (Appledore Parish) that they consider to be supportive of the Charity’s objects and which have indicated a wish to appoint a charity trustee of the Charity. Each listed user body shall have the right to appoint one charity trustee or co-opted member.

Any such appointment must be made according to the ordinary practice of the appointing body and must be notified in writing to the management committee.

The person appointed need not be a member of the relevant appointing body. The management committee must promptly report any vacancy in the office of an appointed member to the body entitled to fill it.”

This amendment to the trust deed was accepted by the Charities Commission. In essence, the Trustees keep a list of local organisations who are represented on the management committee. Currently this list is.

*Appledore Football Club
Appledore Parochial Church Council
Appledore Local History Society
Appledore Recreation Ground
Appledore Mother and toddler Group
Appledore Gardeners' Society.*

- F. Two representative members shall be appointed by Appledore Parish Council.
- G. Any application for representation from any existing or newly-formed organisation will be accepted if two thirds of the committee members agree.
- H. All members of the committee shall retire from office together at the end of the Annual General Meeting next after the date on which they came into office ... but they may be re-elected or re-appointed.

- I. The committee shall hold at least two ordinary meetings in each year. A special meeting may be summoned at any time by the chairman or any two members upon seven clear days' notice being given to all the other members of the matters to be discussed.
- J. There shall be an Annual General Meeting in connection with the Trust property which shall be held in the month of May in each year or as soon as practicable thereafter. All inhabitants of the area of benefit (the Parish of Appledore) eighteen years of age and upwards shall be entitled to attend and vote at the Annual General Meeting.
- K. The committee shall present to each Annual General Meeting the report and accounts of the trust property for the preceding year.
- L. At meetings of the committee, the quorum shall not be less than one third of the total number of its members at that time.

Huw Jenkins
Chair of the trustees Appledore Village Hall
August 2021