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Minutes of the Confidential meeting of Corfe Mullen Town Council as Sole Trustee of Corfe Mullen Sports Association (CMSA) held on Tuesday 17 September 2024 at 18:30 in the main hall of Corfe Mullen Village Hall

Present: D Sowry-House (Chair)
J Bonham
A Craven
S Florek
L Hardy
A Joyce
J Lortie
P Neil
V Papilio

In Attendance: S Bargewell (Previous Trustee & Secretary of the CMSA)
Catherine Horsley (Town Clerk & RFO)
Rachel Virrill (Deputy Town Clerk - minute taker)

1. Welcome and Introductions to the First Meeting of the Town Council as Sole Trustee of Corfe Mullen Sports Association and previous Trustees

The Chair welcomed members and Mrs Bargewell to the meeting and introductions were made.

The Clerk reminded members the meeting was confidential, and any items discussed should not be shared outside of the meeting. The Clerk also reminded members of their role as Trustees and agreed to share a Charity Commission publication relating to Trustee's roles and responsibilities following the meeting.

2. To Note Apologies for Absence

The Clerk confirmed the previous Trustees, Lee Elliott, Chair and John Long, Treasurer were invited to attend the meeting, however, sent their apologies.

Apologies for absence were received from Cllrs A & P Holland, P Cuckston, P Purvis and S Jefferies.

3. Paper A – To Receive Independent Examiners Final Financial Year Report & Accounts ending 31 March 2024

The Clerk presented the report, reading a statement summarising the background and timeline of events leading up to and following the independent examination of the 2023/24 financial year accounts on 28 August 2024. The Clerk reiterated her position as the Responsible Financial Officer of the Council and her recommendations on the next steps.

The Clerk noted an email received from Mrs Bargewell on 17 September 2024, raising queries relating to the Independent Examiners report. Ahead of the meeting, the Clerk obtained a response from the Independent Examiner, which was read out to members.

The Chair invited Mrs Bargewell to speak as a previous Trustee and Secretary, to which she thanked the Chair for the opportunity. Mrs Bargewell gave her opinion on the timeline of events and confirmed she supported any decisions made by the Town Council as Sole Trustee.

Members thanked Mrs Bargewell for attending the meeting and her honesty following the independent examination of the 2023/24 financial year accounts. Discussion took place relating to the handover of documentation from the previous Secretary and Treasurer, access to the CMSA bank account and the next steps in terms of reporting.

It was agreed for the Clerk to progress reporting on 18 September 2024 as discussed and to keep members updated on progress.

It was **RESOLVED** to receive and approve the Independent Examiners Final Financial Year Report & Accounts ending 31 March 2024.

The Clerk confirmed the Financial Year End Accounts would be presented at the forthcoming Annual General Meeting.

4. **To Agree a date and time for the next meeting** – the date and time of the Annual General Meeting will be Thursday 3 October 2024 at 19:00 via MS Teams.
5. **Close of Meeting at 19:25.**

A handwritten signature in black ink, appearing to read 'J. S. H. H. H.', written in a cursive style.