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***Margate Charter Trustees***

Date: 17th January 2022

Dear Member,

YOU ARE HEREBY SUMMONED to attend a meeting of the CHARTER TRUSTEES OF THE TOWN OF MARGATE on **MONDAY 24TH JANUARY 2022 AT 7.00pm** for the purpose of considering and passing such Resolution or Resolutions as may be deemed necessary or desirable in connection with matters set out in the agenda below. The meeting will be held in the Media Centre Committee Room. Due to the December 2021 meeting be inquorate, the agenda will include deferred matters from the previous meeting.

Ingrid Spencer

Clerk to the Margate Charter Trustees

**A G E N D A**

1. Apologies
2. Declarations of Interest
3. Minutes, to confirm the minutes of the meeting held 20th September and matters arising thereof, and the notes of the meeting held 6th December 2021.
4. Mayor’s Report
5. Deputy Town Mayor; update on parishing of Margate, Think Studio.
6. Office & Finance Report:

* Update on Blessing of the Seas.
* Cash Book & Trial Balance (all paperwork previously circulated)
* Variances and Anticipated Outrun
* Draft Budget & accompanying notes
* Internal Audit Report
* Risk Assessments

1. Queen’s Jubilee
2. Applications to the Mayor’s Fund
3. Any Other Business.

Please note: Next Charter Trustee Meeting scheduled for **Monday 11th April ‘Mayor’s Request’**