

DISS SURVEYORS' ALLOTMENT CHARITY

Please ask for: Sarah Richards
Date: 09 June 2022

Dear Trustee,

You are hereby requested and required to attend the Annual Meeting of the Trustees of the **Diss Surveyors Allotment Charity**, which will be held in the Council Chamber at **Diss Corn Hall** on **Wednesday 15th June 2022 at 7pm**. The agenda for discussion is detailed below.

Yours sincerely



Sarah Richards
Clerk to the Trustees

A G E N D A

1. Apologies for Absence

To receive apologies for absence.

2. Minutes

To approve the minutes of the last meeting of the Diss Surveyors Allotment Charity held on Wednesday 16th June 2021 (copy herewith).

3. End of Year Accounts

To receive and approve the 2021/22 end of year accounts of the Diss Surveyors Allotment Charity for submission to the Charity Commission (copy herewith).

4. Policy for Allocation of Funds

To review and approve the Charity's policy on allocation of funding (copy herewith).

5. Release of Funds

To consider the principle of supporting Park Radio's request for funding (copy herewith).

6. Progress Report

To note progress on actions since the last meeting (copy herewith).

7. Date of Next Meeting

The annual meeting of the Diss Surveyors Allotment Charity has not been scheduled for 2023 and further meetings of the Charity will be called as required.



DISS SURVEYORS' ALLOTMENT CHARITY

Council Offices, 11-12 Market Hill, DISS, Norfolk, IP22 4JZ.
Tel./Fax. - (01379) 643848 Email - towncouncil@diss.gov.uk

Allocation of Funds Policy

1. The purpose of this policy is to ensure the proper allocation of funds from the Diss Surveyors' Allotment Charity in accordance with the charitable objects which are that 'the Trust shall apply the income of the Charity as it thinks fit for any charitable purposes for the general benefit of the inhabitants of the Parish of Diss'.
2. Preference will be given to capital projects, which leave a legacy for the future generations of Diss.
3. The minimum interest balance in the fund must not be less than £5,000.
4. The maximum percentage expenditure from the account on any one project must not exceed 50% of the available interest funds.
5. Evidence of match funding applied for and subsequently approved from other sources for capital projects must be provided before a project can be eligible for funding from the Charity.
6. Non-capital (revenue) projects to be considered on their merits, and if successful, no re-application is permitted within two years for the same project/expenditure.
7. This policy should be reviewed annually or if the Charity has not met within twelve months of this date, at the next meeting held.