



# AMENDING GOVERNING DOCUMENTS OF ALFRED PALMER MEMORIAL FIELD

CHARITY NUMBER 300207

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On 21<sup>st</sup> day of January 2015 the Trustee board comprising Rebecca Barker, David Gardiner and Sarah Smith agreed the following amendments to the Charity's Governing documents. The Governing documents for this charity consist of the 1939 Conveyance and the Schedule of 1954. A summary of these amendments was lodged with the Charity Commission on 14<sup>th</sup> February 2015.

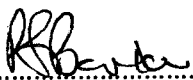
The amendments as detailed in this section are to replace or enhance, as appropriate, the Third Schedule of the 1939 Conveyance.

1. That each Trustee shall be appointed for a staggered three year term.
  - a. The Hereditary Trustee post (currently held by David Gardiner since 1991) will continue only until April 2015. Potential Trustees will be sought by the current Trustees via personal recommendations and, following an interview process, the vacant post will thereafter be filled by co-option by the remaining two Trustees. This first term will continue until **April 2018** and every three years thereafter, each time being appointed by co-option.
  - b. The current Parish Council Chairman Trustee post (held by Rebecca Barker since June 2013) will continue until **April 2016**. This Trustee will remain in post for a three year term irrespective of whether the Parish Council Chairman who appointed remains in post. The Chairman of Stratfield Mortimer Parish Council at that time will then make the appointment to fill this post.
  - c. The current Community Trustee post (held by Sarah Smith since April 2014) will continue until **April 2017**. This post will then be filled following an election by the residents of the Parishes of Wokefield and Stratfield Mortimer at the Stratfield Mortimer Annual Parish Meeting (or at any other public meeting as deemed appropriate by the Trustees) as per the conditions set out in The Third Schedule, Clause 3, of the 1939 Conveyance.
2. Should a Trustee be unable or unwilling to complete their three year term, then a replacement will be appointed in the same manner (as for their particular post) and the term will end as it would have done should the original Trustee still be in that post. This will ensure minimal disruption to the rotation of the Trust board.
3. All Trustees are able to stand for re-election or re-appointment following the end of their three year term should they remain eligible to do so and if they so wish.
4. Should, in the future, the demand for the use of the field warrant the need for further Trustee posts, then the total number of Trustees should remain odd, in order to maintain the majority vote rule. The elections of further posts should co-ordinate with others as set out above e.g. this may mean that two potential Trustees are considered and appointed by co-option and/or election at the Annual Parish Meeting (whichever the Trustees at the time deem appropriate). The Stratfield Mortimer Parish Council Chairman's appointment should be limited to one Trustee only.
5. All potential Trustees putting themselves forward for election, for co-option, or for nomination by the Stratfield Mortimer Parish Council Chairman must reside in the Parishes of Wokefield, Stratfield Mortimer or Mortimer West End.


6. No users of the Alfred Palmer Memorial Field (users being defined as: those in a position of management or authority of a user group, or those likely to be in a position to use their knowledge as a Trustee to favour their user group) are eligible to stand as a Trustee. Should a Trustee during their term of office become a user of the field, then they must take all reasonable steps to mitigate any conflict of interest that may occur, such as not taking part in decision making or voting, together with declaring their interest. If this is not sufficient to mitigate the risk to the Trust, or if the remaining Trustees are not able to conduct the affairs of the Trust without a third Trustee with full voting and decision making rights, then the Trustee with the conflict of interest must resign.
7. A Trustee who is deemed to be a user of the field will not be eligible to stand for a further term, even if they have remained for the length of their term with no voting rights.
8. The Chairman of the APMF Trustee board will be agreed and voted in by the three APMF Trustees. That Chairman can retire at any time without invalidating their post as Trustee.

The amendments as detailed in this section below are to replace or enhance, as appropriate, the Fourth Schedule of the 1939 Conveyance.

1. Under no circumstances should any part of the estate be disposed of by way of a lease. Any users of the field will do so by means of a signed hire agreement, which has been drafted and approved by the three Trustees.

Signed .....  .....  
 Rebecca Barker

Signed .....  .....  
 David Gardiner

Signed .....  .....  
 Sarah Smith

Dated 6<sup>th</sup> March 2015