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 Notes



Plan of action

A plan of action produced

To engage philanthropists

To invite ambassadors

To contact the local university.

To send application for lottery funding

To Consider crowd funding and just giving

To Contact known charity raisers

Other business

In November 2021 the Founder

Chair and trustee Harriet Jo

Appleby unfortunately suffered a severe heart attack.

Harriet has been recuperating from an operation and a damaged heart.

Harriet is now in a healthier position to return to her full role in December 2022 and support the charity moving forward.

Harriet will meet up with trustees in December and discuss



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Roles and delegation of work :-

Suggested

Tracy Secretary

Andrea Chair

Harriet Founder and Manager of
fundraising

26.10.2022



Trustee Annual Report

Website

Initial design and format produced.
Require funding for the website and
a web manager.

Set up charity account

Covid prevented opening a charity
bank account and the decision was
made not to use personal accounts.
An application was put forward to
Lloyds Bank re opening a charity or
a business account as trustees
have business accounts with this
bank; however opening another
account was rejected due to Covid.
Applications to other banks were
also refused.

Applications were made to Charity
banks and all informed us they were
not opening new bank accounts.
It took a full year before CAF Bank



sent information to register an
account 1 July 2021.

Notices and appointments

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It took a full year before CAF Bank sent information to register an account 1 July 2021.

Notices and appointments

Accepted 2 trustee notices and appointed a trustee 21 July 2021.

Accepted a further appointment term of 3 years by Harriet Appleby and Andrea Kissenisky and 1 year and 1 month by Tracy Appleby.

All due for renewal by July 2023.

Updated Charity Commission information re Charity Address.

Training

Constitution

Due Diligence

Policies

Policies and procedures to be formed commencing with Raising Safeguarding Concerns and safeguarding forms.

Due diligence form produced for application for funding.

