



## **Tynwald Hythe Kent Charity No 1200663**

INGURAL GENERAL MEETING 2022/2023

30<sup>th</sup> March 2023

3 pm

101 High Street

Open Door Project

Hythe

CT21 5JH

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### **AGENDA**

1. Welcome to the AGM period 1<sup>st</sup> April 2022 – 1<sup>st</sup> April 2023
2. Constitution and Certificate
3. Report from Trustees 2022 - 2023
4. Finance Accounts
5. Election of Office Bearers
  - a. *Chair*
  - b. *Treasurer to be recruited*
  - c. *Ordinary members*
6. A.O.C.B
7. Closure

## AGM GUIDANCE

- Welcome to the First Annual General Meeting of Tynwald Hythe Kent 2022 – 2023 AGM
- Constitution and Certificate
- Trustees and Advisors
- Finance Accounts

### 3, ELECTION OF OFFICE BEARERS

#### Chair

Mr Steven Way	proposes	Seconded	Accepted
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#### Election of Ordinary Member

Mrs S Moberly	Proposed:	Seconded:	Accepted
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Mr C Ducat	Proposed	Seconded	Accepted
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Mr John Wren	Proposed	Seconded	Accepted
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Mr David Hamilton	Proposed	Seconded	
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#### Advisors to the Board

Mrs Karen Way

#### 1. A.O.C.B.

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#### 2. CLOSE

#### REPORT

At this time the charity due to the effects of the Covid pandemic have not had financial or staff stability to move all business and assets from the Kate Alice Butterworth Charity 212297 to the CIO charity Tynwald Hythe Kent 1200663.

The Trustees will ensure that this is monitored and will begin transferring as soon as it is viable to do so  
We expect this to be during the period 2023- 2025

## Annual Accounts for Tynwald Hythe Kent Charity No - 1200633 2022 -2023

Account #	Account Description	Type	Description
1000	Checking	Nat West Bank	Rename with your bank name and account number
1010	Savings	Nat West Bank	Rename with your bank name and account number
1020	Investments	Nat West Bank	Rename with your bank name and account number
1100	Accounts Receivable	0	Money owed for program service fees
1110	Pledges Receivable	0	Promises to give contributions
1120	Dues Receivable	0	Money owed by members (in membership organizations, not Board Members)
1190	Allowance for Doubtful Accounts	0	Estimate of accounts receivable that will default and not be collected
1200	Undeposited Funds	0	Funds received but not yet deposited into your bank account
1300	Prepaid Expenses	0	Expenses that are paid in advance
1500	Furniture and Equipment	0	Furniture and equipment with useful life exceeding one year
1510	Buildings	0	Cost of buildings
1520	Land	0	Cost of land (land is not depreciated)
1600	Accumulated Depreciation	0	Accumulated depreciation
1700	Other Assets	0	Other assets other than current or fixed assets
2000	Accounts Payable	0	For normal bills due to others
2100	Credit Card	0	Rename with your bank name and account number
2300	Payroll Liabilities	0	Unpaid payroll liabilities including taxes.
2310	Accrued PTO	0	Unpaid paid time off including sick and vacation time
2400	Accrued Expenses	0	Expenses incurred in the current year but to the paid in future periods
2500	Current Portion of Loans	0	Portion of long-term loans to be paid within 12 months
2600	Deferred Revenue	0	Revenue received in advance to be earned at a later date

2700	Notes or Mortgages Payable	0	Long-term notes, mortgages, or capital leases
2800	Refundable Deposits	0	Deposits received and held for individuals or other organizations
3000	Opening Balance	0	
3100	Unrestricted Net Assets	0	Accumulated surplus that is not restricted for any purpose
3200	Temporarily Restricted Net Assets	0	Accumulated surplus held for a purpose or time
3300	Permanently Restricted Net Assets	0	Accumulated surplus held in perpetuity
4000	Individual Contributions	0	
4100	Foundation Contributions	0	
4200	Corporate Contributions	0	
4300	Government Contracts	0	
4400	Federated Contributions	0	Contributions that come from federated campaigns such as the United Way
4500	Program Service Fees	0	Fees charged for services rendered
4600	In-kind Services and Goods	0	Value of donated goods and services
4700	Special Event Revenue	0	Revenue earned at special events
4750	Special Event Expense	0	Expense incurred to host special events
4900	Other Income	0	Other miscellaneous income
5000	Salaries and Wages	0	Cost of payroll including salary and hourly wages
5100	Employee benefits	0	Cost of health insurance, worker's compensation, and other benefits
5200	Payroll taxes	0	Employer portion of payroll taxes
6000	Program Supplies and Expenses	0	Supplies directly attributed to programming
6100	Professional Development	0	Training and development of staff or volunteers
6200	Conferences, Meetings, and Travel	0	Meeting and travel expense for staff
6300	Printing and Postage	0	Printing and postage of correspondence, appeals, etc.
6400	Utilities	0	Gas, electric, water, sewer, trash, etc.
6500	Telephone and Internet	0	Telephone and internet services
6600	Rent	0	Rent of office and equipment
6700	Repairs and maintenance	0	Cost to repair or maintain space or equipment
6800	Professional Fees	0	Legal, accounting, advertising, or other professional consultants
6900	Office Supplies	0	Supplies not used directly with program (i.e. paper, pens, small office equipment, etc.)
7000	Membership and Dues	0	Cost of membership or dues
7100	Insurance	0	Cost of liability, property, etc. insurance

7200	Fundraising	0	Cost incurred to fundraise; not from special events
8000	Depreciation	0	Cost to depreciate assets
8100	Interest	0	Interest expense incurred as a result of leases or debt
8200	Gain/Loss on Sale of Investments	0	Gain or loss resulting from sale of security or other investments
8300	Gain/Loss on Sale of Assets	0	Gain or loss resulting from sale of property or equipment
8400	Interest Income	0	Income generated from investments