

Sealed 22<sup>nd</sup> June, 1976 (Amended 7<sup>th</sup> December 2023, shown within document)

296(S)	County	-	Wiltshire
-----	Parish	-	Ashton Keynes
76.	Charity	-	Village Hall

L1.

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151,545.

Stamp        £1

Scheme including appointment  
of Trustees and vesting.

## C H A R I T Y    C O M M I S S I O N

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In the matter of the Charity known as the Village Hall, in the  
Parish of Ashton Keynes, in the County of Wiltshire,  
regulated by conveyance dated 20<sup>th</sup> August 1914; and in  
the matter of the Charities Act, 1960.

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THE CHARITY COMMISSIONERS FOR ENGLAND AND WALES HEREBY ORDER that the following scheme be approved and established as the Scheme for the regulation of the above mentioned Charity:-

### S C H E M E.

#### **1. Administration of Charity.**

The above-mentioned Charity and the property thereof specified in the schedule hereto and all other the property (if any) of the Charity shall be administered and managed in conformity with the provisions of this scheme.

### T R U S T E E S.

#### **2. Trustees and Vesting.**

- (1) The Parish Council of Ashton Keynes shall be the Custodian Trustee of the Charity.
- (2) The land with the building thereon specified in the said schedule is hereby vested in the said council for all the estate and interest therein belonging to or held in trust for the charity.
- (3) Until the end of the first annual general meeting to be held as hereinafter provided the existing Trustees of the Charity at the date of this Scheme shall be the Managing Trustees of the Charity as the charity trustees thereof within the meaning of section 46 of the Charities Act, 1960, but from and after the end of that meeting the Committee of Management hereinafter constituted shall be the Managing Trustees of the Charity as the charity trustees thereof as aforesaid.

### O B J E C T.

**3. Object of the Charity.**

- (1) The object of the Charity shall be the provision and maintenance of a Village Hall for the use of the inhabitants of the Parish of Ashton Keynes (hereinafter called "the area of benefit") without the distinction of political, religious or other opinions, including use for meetings, lectures and classes, and other forms of recreation and leisure-time occupation, with the object of improving the conditions of life for the said inhabitants.
- (2) The said land and building shall be held upon trust for the purposes of a Village Hall as aforesaid.

**COMMITTEE OF MANAGEMENT.****4. Constitution.**

Subject as hereinafter provided, the committee of management hereinafter referred to as the Ashton Keynes Village Hall Management Committee, shall consist when complete of 11 persons hereinafter referred to as members being:

Nine Elected Members and  
One Parish Council Member and  
One Representative Member (being nominated by the Village  
Hall User Group)

**5. Elected Members.**

Subject as hereinafter provided for casual vacancies, the Elected Members shall be appointed at the annual general meeting to be held as hereinafter provided and shall hold office from the end of the annual general meeting at which they are appointed. Elected Members will be Managing Trustees of the Charity. An Elected Member must be 18 years of age or over and must reside within the Parish of Ashton Keynes.

*The below Clause 6 was amended unanimously by Trustees and approved by the Charity Commission on 7<sup>th</sup> December 2023. The old clause is shown with strike-through, followed by the replacement Clause 6.*

**6. Parish Council Representative**

~~Will be nominated by the Parish Council to be their Representative on the Ashton Keynes Village Hall Management Committee. As a Member of the Ashton Keynes Village Hall Management Committee, the Parish Council Representative will be a Managing Trustee of the Charity.~~

**6. Parish Council Representative.**

Will be nominated by the Parish Council to be their Representative on the Ashton Keynes Village Hall Management Committee. The Parish Council Representative can be a Managing Trustee of the Charity should they wish to be elected at the AGM or alternatively they can be an observer at meetings, treated as an additional Co-optative Member (in addition to the two detailed in Clause 8).

**7. Representative Member.**

The Ashton Keynes Village Hall Management Committee will actively encourage and provide the Hall as a meeting venue and provide the secretariat for a Village Hall Users Group. The members of the Village Hall Users Group will appoint one of their Members as the Representative Member to the Ashton Keynes Village Hall Management Committee. Other than the Member appointed to serve on the Ashton Keynes Village Hall

Management Committee who will be a Managing Trustee of the Charity, the other Members of the Users Group will not be Managing Trustees of the Charity. The Representative Member must be 18 years of age or older.

### **8. Co-optative Members.**

The Ashton Keynes Village Hall Management Committee may appoint if they think fit not more than two Co-optative Members. Each appointment of a Co-optative Member shall be made at any meeting of the Ashton Keynes Village Hall Management Committee to take effect from the date of that meeting. The Co-optative Member(s) if appointed are not Managing Trustees of the Charity. The Co-optative Member(s) can resign from the Ashton Keynes Village Hall Management Committee at any time.

### **9. Termination of membership.**

- (1) Any Member who is adjudged bankrupt or makes a composition or arrangement with his or her creditors or who is incapacitated from acting or who communicates in writing to the Ashton Keynes Village Hall Management Committee a wish to resign shall thereupon cease to be a Member.
- (2) All the Members shall retire from office together at the end of the annual general meeting after the date on which they came into office but they may be re-elected or re-appointed.

### **10. Alteration of the constitution of the Ashton Keynes Village Hall Management Committee.**

The constitution of the Ashton Keynes Village Hall Management Committee as hereinbefore provided may on the application of the Ashton Keynes Village Hall Management Committee be altered from time to time by order of the Charity Commissioners.

### **11. Casual vacancies.**

Upon the occurrence of a casual vacancy the Ashton Keynes Village Hall Management Committee shall cause a note thereof to be entered in their minute book at their next meeting. A casual vacancy in the office of Elected Member may be filled at a meeting of the Ashton Keynes Village Hall Management Committee to take effect from the date of that meeting.

### **12. Failure to appoint.**

The proceedings of the Ashton Keynes Village Hall Management Committee shall not be invalidated by any vacancy among its Members or by any failure to appoint or any defect in the appointment or qualification of a Member.

### **13. Declaration by members.**

No person shall be entitled to act as a Member whether on a first or on any subsequent entry into office until after signing in minute book or the Charities Act acknowledgement form of the Ashton Keynes Village Hall Management Committee a declaration of and of willingness to act in the trusts of this scheme.

**14. Members not to be personally interested.**

Except in special circumstances with the approval in writing of the Commissioners no Member shall take or hold any interest in any property belonging to the Charity otherwise than as a Trustee for the purposes thereof, or receive any remuneration, or be interested in the supply of work or goods, at the cost of the Charity.

**MEETINGS AND PROCEEDINGS OF THE COMMITTEE****15. Meetings of the Ashton Keynes Village Hall Management Committee.**

The Ashton Keynes Village Hall Management Committee shall hold at least four ordinary meetings in each year. A special meeting may be summoned at any time by the chairman or by any two members upon seven clear days' notice being given to the other Members of the matters to be discussed.

**16. Chairman.**

- (1) At the first meeting in each year after the annual general meeting the Ashton Keynes Village Hall Management Committee shall elect one of their number to be the chairman of their meetings until the commencement of the first meeting after the annual general meeting in the following year and may also elect one of their number to be vice-chairman. The chairman and vice-chairman shall always be eligible for re-election.
- (2) If the chairman and vice-chairman (if any) are absent from any meeting of the Ashton Keynes Village Hall Management Committee the Members shall choose one of their number to be chairman of the meeting before any other business is transacted.

**17. Voting.**

Except as hereinbefore provided every matter shall be determined by the majority of votes of the Members present and voting on the question but in case of equality of votes the chairman of the meeting shall have second or casting votes.

**18. Minutes and accounts.**

A minute book and books of account shall be provided and kept by the Ashton Keynes Village Hall Management Committee.

**19. Rules.**

Within the limits prescribed by this Scheme the Ashton Keynes Village Hall Management Committee may from time to time make and alter rules for the conduct of their business and for the summoning and conduct of their meetings and in particular with reference to -

- (1) the terms and conditions upon which the said building may be used for the purposes specified in this Scheme by persons or bodies other than the Ashton Keynes Village Hall Management Committee and the sum (if any) to be paid for such use;
- (2) the appointment of an auditor, treasurer and such other unpaid officers as the Ashton Keynes Village Hall Management Committee may consider necessary and the fixing of their respective terms of office;
- (3) the engagement and dismissal of such paid officers and servants as the Ashton Keynes Village Hall Management Committee may consider necessary; and
- (4) the number of Members who shall form a quorum at meetings of the Ashton Keynes Village Hall Management Committee, provided that the number of Members who

shall form a quorum shall not be less than one-quarter of the total number of Elected Members for the time being plus two of the elected officers of the Ashton Keynes Village Hall Management Committee (two from Chairman, Vice-Chairman, Treasurer and/or Secretary).

## **I N S U R A N C E**

### **20. Insurance.**

The Ashton Keynes Village Hall Management Committee shall insure the said building and the furniture and effects therein to the full value thereof against fire and other usual risks and shall suitably insure against risks arising out of the ownership of property and the employment of persons.

## **A P P L I C A T I O N   O F   I N C O M E**

### **21. Receipts and expenditure.**

- (1) The income of the charity including all payments for the use of the said building and all donations for the benefit thereof shall be paid into a trust account at such bank as the Ashton Keynes Village Hall Management Committee shall from time to time prescribe.
- (2) The moneys standing to the credit of the said account shall be applied as the Ashton Keynes Village Hall Management Committee shall decide in insuring as aforesaid, in maintaining and repairing the said building and the furniture and effects therein and in paying all rent (if any), rates, taxes, salaries of paid officers and servants and other outgoings and in otherwise furthering the object of the charity.

### **22. Surplus cash.**

Sums of cash at any time belonging to the Charity and not needed for immediate working purposes shall be invested in trust for the Charity.

## **A N N U A L   G E N E R A L   M E E T I N G**

### **23. Annual General meeting.**

- (1) There shall be an annual general meeting in connexion with the Charity which shall be held in the month of March in each year or as practicable thereafter.
- (2) All inhabitants of the area of benefit of 18 years of age and upward shall be entitled to attend and vote at the Annual General meeting.
- (3) The first Annual General Meeting shall be convened by the existing Trustees of the Charity and every subsequent Annual General meeting shall be convened by the Ashton Keynes Village Hall Management Committee.
- (4) Public notice of every annual general meeting shall be given in the area of benefit at least 14 days before the date thereof.
- (5) Before any other business is transacted at first annual general meeting after the date of this Scheme, the persons present thereat shall appoint a chairman of the meeting. The chairman of subsequent annual general meetings shall be the chairman for the time being of the Ashton Keynes Village Hall Management Committee, but if he or she is not present, before any other business is transacted, the persons present shall appoint a chairman of the meeting.

- (6) The Ashton Keynes Village Hall Management Committee shall present to each annual general meeting the report and accounts of the Charity for preceding year.

## GENERAL PROVISIONS

### **24. Donations.**

The Ashton Keynes Village Hall Management Committee may accept any donations or property for the general purposes of the Charity and they may also accept donations or property for any special objects connected with the Charity not inconsistent with the provisions of this Scheme.

### **25. Questions under Scheme.**

Any questions as to the construction of this Scheme or as to the regularity or the validity of any acts done or about to be done under this Scheme shall be determined by the Commissioners upon such application made to them for the purpose as they think sufficient.

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## SCHEDULE

Land containing 26½ perches or thereabouts situate in the Parish of Ashton Keynes in the County of Wiltshire with the building thereon known as the Village Hall being the land comprised in the above-mentioned conveyance dated the 20<sup>th</sup> August 1914 and made between Arthur William Bowley of the one part and the Reverend John Tyne Milling and two others of the other part.

£1,957.44 cash on deposit account at the branch of Lloyds Bank Limited at Castle Street, Cirencester.

£202.88 cash on current account at the said branch of the said bank.

£1,230.16 cash on deposit at the Cirencester Branch of the West Midlands Trustee Savings Bank.

£63.90 cash.

This schedule is made up to the 31<sup>st</sup> January, 1976.

Sealed by Order of the Commissioners this 22<sup>nd</sup> day of June 1976.

L.S.