

## Full Council

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<b>Date:</b>	<b>20 June 2017</b>
<b>Title:</b>	<b>Mayor of Thame's Charity Trust (1166890)</b>
<b>Contact Officer:</b>	<b>Rosie Collins, Administration Officer</b>

### Purpose of the Report

1. To provide a technical summary of the Mayor of Thame's Charity Trust for the year 2016-17.

### Background

2. A previous update was provided to Council on 10 May 2016.
3. The Mayor of Thames's Charity Trust was registered with the Charity Commission on 3 May 2016.
4. The Charity has been recognised as a charity for tax purposes by HMRC with effect from 19 April 2016.
5. An Ordinary Meeting of the Trustees, David Bretherton, Nichola Dixon, Mike Dyer and Graham Hunt was held on 28 June 2016. Nichola Dixon was elected as Chair. Regulations were agreed. Rosie Collins was confirmed as Treasurer and Secretary.
6. At a Special Meeting of the Trustees on 28 June 2016 it was agreed that Linda Emery, as the current Town Mayor, would be appointed as a trustee for a period of 4 years.
7. An Ordinary Meeting of the Trustees was held on 31 January 2017. It was noted that the Bank Mandate for all signatories was completed on 19 September 2016 and the Charity Commission had registered Linda Emery as a Trustee.
8. On 12 April 2017 a schedule of Gift Aid was submitted to HMRC online and a payment of £200 was paid directly into the Charity Account on 12 May. This was from a single donation of £800.
9. At the same time a schedule of Gift Aid Small Donations (GASDS) was submitted for £5,505.56, but was disallowed by HMRC. HMRC advised that to be eligible for a GASDS claim,
  - a charity must be registered with them for at least 2 complete tax years, and
  - made successful Gift Aid claims in 2 of the previous 4 tax years, at least every other year.
10. Attached is a schedule of monies received and paid out of the Charity Account for 2016-17 and an Income & Expenditure summary for the year.
11. The Treasurer is executing all required End of Year reporting in line with the Trust Deed, the Regulations and the requirements of the Charity Commission.
12. The next Ordinary and Special meetings of the Trustees are scheduled for Tuesday 27 June 2017.

### Action Required

13. To note the report.