



You are hereby invited to attend an  
Extraordinary Meeting of the Trustee of KLASSIC Charity on  
**Wednesday 13<sup>th</sup> August 2025**  
Proceedings will commence at 6.30pm in the hall at KLASSIC, Kirton in Lindsey.  
The Agenda is set out below.  
Members of the public and press are welcome to attend.

Hazel Fox  
**Chair**  
7<sup>th</sup> August 2025

*It is recommended that residents wishing to speak at the meeting under public participation  
notify the Venue Manager to ease meeting management.*

**PLEASE NOTE – meetings will be audio recorded for the purpose of minute writing only. Recordings will be  
deleted once the minutes have been approved (2412/02)**

## AGENDA

- 2508E/01     Apologies for Absence  
To receive apologies for absence notified to the Venue Manager prior to the meeting.
- 2508E/02     Minutes  
To approve the minutes of the previous meeting.  
• 16<sup>th</sup> July 2025
- 2508E/03     Public Participation  
Members of the public may raise subjects, which they wish to bring to the attention of the KLASSIC Trustee. The time will be restricted to 15 minutes maximum unless the Trustee decides otherwise. Members of the public should note that decisions cannot be made at this meeting on items not on the agenda and that no discussion can be entered into once the meeting has commenced, unless the meeting is suspended by the Chair.
- 2508E/04     Finances  
a) To receive a copy of the KLASSIC accounts and bank statements and agree any actions required.  
b) To receive the insurance renewal information and agree any actions required.
- 2508E/05     Staff  
a) To receive a copy of the draft secondment agreement for the CIO employees and agree any actions required.  
b) To discuss the hours and workload of the Venue Manager and agree any actions required.
- 2508E/06     KLASSIC CIO  
To receive a letter from the CIO Trustees and agree any actions required.
- 2508E/07     Date of next Trustee Meeting  
To consider a schedule of KLASSIC Trustee meetings.