

**THE [INSERT NAME] CONGREGATION OF JEHOVAH’S WITNESSES:**

[INSERT ADDRESS 1, ADDRESS 2, TOWN/CITY, POSTCODE]

**MINUTES OF MEETING OF THE CHARITY TRUSTEES**

HELD ON: [insert date]  
AT: [insert address meeting location]  
IN ATTENDANCE: CHAIRMAN [Coordinator’s name]  
SECRETARY [Congregation secretary’s name]  
[Names of other elders in attendance]

Following correspondence with *The Kingdom Hall Trust*, charity registration number 275946, regarding a proposed dissolution of the charity known as [insert congregation name] congregation of Jehovah’s Witnesses and merger of the charity known as [insert congregation name] congregation of Jehovah’s Witnesses with *The Kingdom Hall Trust*, the Trustees have considered and agreed to the merger proposal. The trustees are satisfied that the proposed merger is in the mutual interests of both charities and that *The Kingdom Hall Trust* has similar/substantially similar charitable purposes to the congregation. In accepting the merger, the Trustees recommend that the assets of the congregation are transferred to *The Kingdom Hall Trust* which has similar objectives to the existing congregation. This recommendation is made pursuant to section 268 of the Charity Act 2011.

A letter regarding the merger is to be read to the congregation on [insert date of next midweek meeting], and the following week the resolution passed by the trustees will be presented to the congregation.

IT WAS HEREBY AGREED that a final meeting of the Trustees will be held to confirm that all matters relating to the merger of the congregation will have been finalised.

Chairman ..... (Name) ..... (Signature)

Secretary ..... (Name) ..... (Signature)

Date of signing: .....

**RESOLUTION FOR MERGING THE CONGREGATION**

WHEREAS the charity trustees of the [insert congregation name] Congregation of Jehovah’s Witnesses (the Congregation) are satisfied (1) that it is expedient in the interests of furthering the purposes for which the property is held by the Congregation, for the property to be transferred to *The Kingdom Hall Trust* and (2) that the purposes of *The Kingdom Hall Trust* are substantially similar to the purposes of the Congregation.

In accordance with Section 268 of the Charity Act 2011, we, the charity trustees of the Congregation at this meeting duly convened hereby resolve to dissolve the Congregation and merge with *The Kingdom Hall Trust*, charity registration number 275946. We therefore resolve to transfer (after all remaining liabilities have been paid) all property of the Congregation to The Kingdom Hall Trust.

THIS RESOLUTION was adopted (unanimously/by a majority\*) of congregation members at a meeting on the [Insert the date this resolution was adopted]. (\* delete as appropriate)

Chairman ..... (Name) ..... (Signature)

Secretary ..... (Name) ..... (Signature)