

Mendlesham Community Centre Charity
(reg no 304795)
Annual General Meeting
Wednesday 7 May 2025
After preceding Mendlesham Annual Parish Council meeting no earlier than
7.15pm
Old School Room, Mendlesham

Members of the public may submit comments on any item on the agenda via email to the Clerk: or letter to 11 Schools Close, Mendlesham IP14 5UQ, to be received by noon Wednesday 7 May 2025. Any individual submitting comments should ensure that their name, address and contact details are included in their communication and should note that anonymous submissions will not be accepted. It should also be noted that answers to any submissions may not be forthcoming during the meeting itself.

The Council, members of the public and press may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded. The minutes of the meeting will be published, once approved, as usual via <https://mendlesham-pc.gov.uk/>

AGENDA

1. Welcome, apologies for absence and filming statement.

2. Declarations of interest:

- a) To note Councillor's declarations of interest in any of the following agenda items.
- b) To agree any dispensations with regard to declarations of interest.

3. Minutes: To note minutes of Annual General Meeting held on 8 May 2024 were approved at the Charity meeting of 16.12.24
To approve minutes of Ordinary Meeting of 17.3.25

4. Annual Reports:

- a) Chair's report:
- b) Financial report, to include accounts for the year ending 31.3.25 noting inventory requirement has been suspended due to anticipated sale
- c) To note insurance arrangements
- d) To note all direct debits and standing orders have been cancelled pending sale.
- e) To confirm payment of invoices where required online in accordance with Mendlesham Parish Council financial standing orders and agreed Process.
- f) To agree bank signatories.

5. Public Forum

6. Monthly Reports:

- a) Clerks report
- b) Any other reports.
- c) Chairs report
- d) Questions for the chairperson.

7. Financial matters:

Payment of invoices.

8. To note timing/format of charity meetings.

- a) To confirm process of managing sale and new build i.e., working parties, advisory committees, committees with delegated responsibilities or full Charity meeting.

Formerly working parties as follows:

(i) New build/ purpose/Design/ Planning/ Future requirements:

Cllr Stringer, D Nunn, B Gardiner, Cllrs Lummis, Davey, Hyde and Mr Woodley.

(ii) Finance, grant applications, vat, permissions:

Cllrs Allen, Judd and Clerk.

(iii) Communication and Marketing:

Cllrs Davey, H Orton and Ward.

b) To note timing and frequency of full charity meetings.

9. Merger of Mendlesham Community Centre Charity and Mendlesham Memorial Playingfields Charity.

Mendlesham Community Centre (Registered charity number 304795) and Mendlesham Memorial Playingfields Charity (Registered charity number 304794)

To consider and approve action required, if any.

10. Sale of Mendlesham Community Centre and New Build. To note regular meetings are continuing to progress the sale

11. Any other business.

Amy Johnson 2.5.25