

Mendlesham Community Centre Charity

An Annual General meeting was held in the Old School Room, Mendlesham, Wednesday 7th May 2025 7.15pm.

Present: Cllrs H Orton (Chair), E Ward, D Foster, N Foster, A Davey, S Judd, D Lummis, P Allen and A Johnson (Clerk).
7 members of public.

1. Welcome, apologies for absence and filming statement.

Apologies: Cllrs S Hyde (personal reasons), C Orton (personal reasons)

2. Declarations of interest:

a) To note Councillor's declarations of interest in any of the following agenda items.

Cllrs Foster declared an interest in agenda item 10 due to residential proximity to the Community Centre, noting their non-attendance for any ordinary and extra-ordinary Community Centre Charity meetings.

b) To agree any dispensations with regard to declarations of interest.

No dispensations required.

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

Noted

To approve minutes of Ordinary Meeting of 17.3.25

The minutes, pages 460 – 461 inclusive, were signed by the Chairperson as an accurate representation.

4. Annual Reports:

a) Chair's report: None

b) Financial report, to include accounts for the year ending 31.3.25 noting inventory requirement has been suspended due to anticipated sale

Confirmation of accounts to be postponed to allow further time for Cllrs to go through.

c) To note insurance arrangements

It was noted insurance arrangements in place through Parish Council policy

d) To note all direct debits and standing orders have been cancelled pending sale. Noted

e) To confirm payment of invoices where required online in accordance with Mendlesham Parish Council financial standing orders and agreed Process.

Unanimously confirmed

f) To agree bank signatories.

Unanimously agreed for Signatories to be the same as the Parish Council. Noted A Johnson (Clerk) still to be added due to ongoing admin issues with the bank.

5. Public Forum

None

6. Monthly Reports:

- a) Clerks report None
- b) Any other reports. None
- c) Chairs report None
- d) Questions for the chairperson. None

7. Financial matters:

Payment of invoices. None

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.

It was unanimously agreed that all working parties need to be discussed and arranged once sale has gone through.

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

Note currently monthly meetings to aid progress with sale.

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.

Updates for charitable objectives, to enable the merging of the charities were presented. The possibility of creating a lease between the charities to enable the use and build was raised as an alternative to merging the charities. Noted that solicitors will need to approve, but suggested that admin work is carried out by trustees to keep costs down. Cllr Allen to draft for future meeting.

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

Noted

11. Any other business.

None

Meeting closed 7.30pm.