

Mendlesham Community Centre Charity
(reg no 304795)
Annual General Meeting
Wednesday 5TH May 2021
(after preceding Mendlesham Annual Parish Council meeting) no earlier than
7.10pm)

Please note this will be a virtual meeting via Google meet. Should members of the public/press wish to attend this meeting please use this link, meet.google.com/tgt-tkgd-nnu or telephone
(GB) +44 20 3956 4444 PIN: 476 709 038#

Mendlesham Parish Council has a protocol for attending virtual meetings, if you wish to receive a copy, please email the Clerk parishclerk@mendleshampc.org
Members of the public may still submit comments on any item on the agenda via email to the Clerk: or letter to Honeysuckle, Hockey Hill, Wetheringsett IP14 5PL, to be received by noon Wednesday 5th May 2021. 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.suffolk.cloud/>

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 27th May 2020 were approved at the Charity meeting of 8.7.20.
To approve minutes of Ordinary Meeting of 28th April 2021.

4. Annual Reports:

- a) Chair's report:
- b) Financial report, to include accounts for the year ending 31.3.21 noting inventory requirement has been suspended due to anticipated sale
- c) To note insurance arrangements
- d) To confirm schedule of direct debits and standing orders.
- 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) Chairs report
- c) Questions for the chairperson.

d) Any other reports.

7. Hire arrangements and sale arrangements. To agree any matters as required.

8. To note timing/format of charity meetings.

9. Any other business.

Sharon Jones 29.4.21