

### **Mendlesham Community Centre Charity**

An Annual General meeting was held via google meet video in accordance with The Local Authorities ( Coronavirus) ( Flexibility of Local Authority Meetings) (England) Regulations 2020, 3.4.20, Wednesday 5th May 2021 at 7.20 pm.

**Present:** Cllrs A Davey( chairperson), P Allen, M Exley, D Foster, N Foster, B Gardiner, S Judd, H Orton, E Ward, S Jones (Clerk), SCC/MSDC Cllr A Stringer.

**Apologies:** Apologies had been received from Cllr Nunn. *(Clerks note: also belatedly from Cllr Webb after the meeting).*

The filming statement was not read out as there were no members of the public present.

### **2. Declarations of interest:**

a) To note Councillor's declarations of interest in any of the following agenda items. Nothing declared.

b) To agree any dispensations with regard to declarations of interest. Not required.

### **3. Minutes:**

To approve the minutes of the Annual General Meeting held on 27 May 2020. Pages 17-18 inclusive were unanimously approved for accuracy. It was agreed they would be signed and dated by the Chairperson at the earliest opportunity.

### **4. Annual Reports:**

#### **a) Chairs report:**

Due to the Covid crisis, the community centre closed for public use on 19th March 2020 . In October/ November 2021 for a short period, we were able to open the Small Hall for regular users with Covid mitigation/risk assessments in place and a temporary hire fee structure. Our Community Centre Co ordinator resigned September 2021 so cleaning was undertaken by volunteers and administration by the Parish Clerk. Reimbursement for the Parish Clerk's time in these matters has been charged back to the Charity.

Whilst our hire income has been significantly affected, receipt of Government Covid Support funds has meant we have not had to be concerned about our financial situation due to closure or additional costs of reopening.

During closure during the second and third National Lockdown, in really difficult circumstances and a ridiculous time scale we were approached to sell the Community Centre owned parts of the building, old preschool garden and car park to provide a SEND unit and room for the school to grow.

After an independent valuation and negotiations, this has been agreed in principle, excluding sale of the car park. However there is still more work to do and be agreed before a sale can take place.

We then need to build a new community building. Details, location still need to be agreed. We have researched other funding sources, possibility of planning permission, other similar projects and consider whilst this project will have to be our first priority and take up the majority of our community resources, it is achievable. It will also provide us with community facilities fit for purpose and our growing community needs for many years to come. Our existing facilities are not sustainable and will not be, even with significant investment.

**b) Financial report, to include accounts for the year ending 31.3.21 noting inventory requirement has been suspended due to anticipated sale.**

The year end 31.3.21 shows a much improved financial situation with an increased year end figure of £27,273.35 compared to the year end 31.3.20 £13,431.24.

However, this is due to Covid Grants received of £20,708 with hire income only £1874, the majority being hire fees outstanding prior to the first National Lockdown.

If the planned sale does not go ahead, the grant monies received will be very much needed to cover overheads, whilst community confidence in events and hire of the building return.

**The year end accounts as at 31.3.21** were unanimously approved. Chairperson and RFO to sign at the earliest opportunity.

**c) To note insurance arrangements:** noted as included as part of policy held in the name of Mendlesham Parish Council.

**d) To confirm the schedule of direct debits and standing orders.**

Details had been circulated in advance of the meeting and were unanimously confirmed.

**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 confirm bank signatories.** Cllrs Davey, Orton, Nunn and Sharon Jones, plus Cllr Allen when it was possible to update the bank mandate including use of online banking facility, any two to sign, was unanimously confirmed.

**5. Public Forum:** no members of the public present.

**6. Reports:**

**a) Clerks report:**

The Clerk reported attendance at a Suffolk Pro help virtual meeting 5.5.21.

**b) Chairs report:** Nothing reported.

**c) Questions for the chairperson:** none.

**d) Any other reports:** None.

**7. To agree any matters regarding hire arrangements and sale arrangements of Mendlesham Community Centre.**

The Clerk reported she had appointed Birketts to represent the charity. Further information regarding next steps and their fees was awaited.

**8. To note timing/format of charity meetings.** Ordinary meetings would continue to be held on the same day as Ordinary Parish Council meetings with Extraordinary meetings then held additionally as required for business requiring time and debate.

**9. Any other business:** none.

Meeting closed 7.20pm

Page 353