

**MINUTES OF THE ANNUAL GENERAL MEETING
OF CITY OF CHELMSFORD MENCAP (RCN 1171835)**

Held on Wednesday 6th August at 7pm, Mencap Centre

President: Bryan Powell



Trustees attending:

Lucy Burgess, Chris Newson, Anthony North

Staff attending:

Bernadette Bass, Grace Lidstone, Nicole Newson (volunteer)

Members attending:

Natalie North, Bryan Powell, Pearl Powell, Anne Roberts, Alan Stoppard

1. President's Welcome and Apologies

Bryan Powell opened the proceedings by welcoming everyone to the meeting.

Apologies were received from trustees Abi Krone, Rachel Scott and Ruth Thompson.

Apologies were received from the following members who had appointed proxies:

Linda Barnes, Neil Barnes, Jan Hewett, Vivien Molulu, Cameron North, Kyproulla Pierides, Phil Preston, Kevin Sadler, Sarah Sadler, Sharon Symon and Lynne Zwink. Ten of the eleven appointed proxies attended the meeting.

Bryan Powell handed proceedings to Chair of Trustees, Anthony North.

2. Approval of the Minutes of the previous AGM held on 15th May 2025

Motion proposed by Anthony North and seconded by Bryan Powell.

18	0

The minutes of the 2024 AGM were **APPROVED** unanimously.

3. Ordinary Resolutions

3.1 Report of the Trustees and Financial Statements

3.1(a) Report of the Trustees

Chair Anthony North presented a summary of CCM's 2024 achievements, highlighting increases in members, service users, students and hours of services delivery, new initiatives in the Charity's lifelong learning curriculum, pastoral care and community support, and the successful conversion to a Charitable Incorporated Organisation (CIO) in 2024.

Motion to approve the Report of Trustees:

Proposed by Anthony North and seconded by Chris Newson.

18	0

The Report of the Trustees was **APPROVED** unanimously.

3.1(b) Financial Statements

The Chair introduced Vice Chair and Treasurer Chris Newson, who gave a summary of the Financial Statements: He highlighted a 36% increase in income due to in part higher fees negotiated with the Council, though the Charity still relies on grants to meet the full costs of core services.

Motion to approve the Financial Statements:

Proposed by Chris Newson and seconded by Anthony North.

18	0

The Financial Statements were **APPROVED** unanimously.

3.2 Appointment of Independent Examiners

The Chair handed back to Vice Chair and Treasurer Chris Newson, who explained that the new accountants this year did not, in the Board's opinion, have sufficient expertise in charity

accounting so a mandate was sought from members to conduct a market review for independent examiners of the 2025 accounts.

Motion to approve the Board to conduct a market review for independent examiners:

Proposed by Chris Newson and seconded by Bryan Powell.

18	0

The proposal to conduct a market review for independent examiners was **APPROVED** unanimously.

3.3 Re-election of charity trustees retiring by rotation

Chair Anthony North explained that the revised process of the three longest-serving trustees standing down from office with the option to seek re-election was not required this year, as three trustees had retired.

3.4 Ratification of appointment of co-opted trustees

Motion to ratify appointment of co-opted trustees en bloc:

Proposed by Anthony North and seconded by Bryan Powell.

17	0	1

Proposal **APPROVED** with one abstention.

Motion to ratify the appointment of Lucy Burgess, Ruth Thompson, Sharon Symon and Vivien Molulu as trustees.

Proposed by Anthony North and seconded by Chris Newson.

17	0	1

Appointments **APPROVED** with one abstention.

4. Motion to endorse the appointment of Alan Stoppard to the honorary position of Patron with Lived Experience

Proposed by Anthony North and seconded by Bryan Powell.

17	0

The endorsement was **APPROVED** with one abstention.

5. Members' Questions

None received.

6. Any Other Business

None received.

6. Vote of Thanks

The AGM meeting highlighted the achievements and contributions of CCM's staff, tutors, volunteers, trustees, service users, and donors. Chair of Trustees, Anthony North, expressed gratitude for their efforts and emphasized the organisation's progress, noting that while CCM has accomplished a great deal, there is still much to achieve.

President Bryan Powell praised Anthony for his significant contributions, dedication and vision.

The meeting ended with a round of applause and attendees were invited to socialise with trustees and staff.

END