

April 2024

Dear Members and Friends,

I hope this finds you well.

It is my great pleasure to invite you to the Annual General Meeting of City of Chelmsford Mencap (CCM) which will be held at Mencap Centre on 15th May 2024 at 7.00pm

As most of our members know, our AGMs have taken on a different format in recent years as the pandemic forced us to abandon the social elements of these occasions and concentrate solely on those elements which are required to include by law. This was a huge pity since CCM is known for its parties and we always enjoyed turning our AGM evenings into a celebration of our students' achievements.

Whilst we are not quite ready to return to the full-blown party mode just yet, we are definitely looking to bringing some fun back to the event and we are therefore keen to have as many of our members, including our students, present as possible. We plan to incorporate a finger buffet after the main business has concluded so we can mingle and celebrate another successful year for our charity.

We have some important business on the agenda and we hope that you, as a member of the charity, will be there to help us move to the next chapter in our development. The trustees of the charity are proposing a motion that we convert CCM into a Charitable Incorporated Organisation (CIO). This is the structure used by most charities in the UK today and will really help us going forward. I've included some notes on this overleaf and am also including an Easy Read version so that all our members understand what we are seeking to achieve and why.

The Board of Trustees would be grateful if you would confirm your attendance via the link below by Monday 6th May.

<https://forms.gle/MoWjLxKupYLHi3PT6>

I do hope you will be able to join us and I look forward to seeing you at the meeting and the buffet afterwards.

With best wishes

A handwritten signature in black ink, appearing to read "Anthony North".

Anthony North
Chair of Trustees, City of Chelmsford Mencap

