



FAKENHAM COMMUNITY CENTRE

Registered Charity No 1000793

Oak Street, Fakenham, Norfolk NR21 9DY

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MINUTES OF ANNUAL GENERAL MEETING OF FAKENHAM COMMUNITY CAMPUS TRUST LIMITED HELD ON WEDNESDAY 24th JULY 2024 AT 5.00PM

Attendees: Beryl Bratt (chair), Janet Holdom (vice chair), Richard Crook (Company Secretary), Heather DeLyon, Penelope Bucknell.

Apologies: Tim Summers (treasurer), Jeremy Punchard.

In attendance: Adrian Vertigan , no members of the public were present.

| MINUTE | ACTION |
|---|---------------|
| <p>Welcome and introductions:</p> <ul style="list-style-type: none">• BB welcomed everyone to the meeting. <p>Received apologies for absence:</p> <ul style="list-style-type: none">• Apologies for absence had been received from: Tim Summers & Jeremy Punchard.. <p>Declarations of interest:</p> <ul style="list-style-type: none">• No declarations of interest. <p>Minutes of previous AGM meeting:</p> <ul style="list-style-type: none">• BB asked if the minutes of the previous Annual General Meeting held on 19th July 2023 were a true representation of the meeting;• Meeting agreed. BB proposed adoption of the minutes and PB seconded and the meeting therefore approved. <p>Presentation of the Annual Report (chair):</p> <ul style="list-style-type: none">• BB read her Chair's Report 2023-24;• JH proposed adoption of the annual report, PB seconded and the meeting approved. <p>Presentation of Accounts (treasurer):</p> <ul style="list-style-type: none">• TS had previously circulated a review of the accounts for the years ended 31st March 2023 & 2024;• Meeting read and discussed;• JH proposed adoption of the accounts for both years, RC seconded and the meeting therefore approved the accounts. <p>Appointment of Auditors / Independent examiners:</p> <ul style="list-style-type: none">• Meeting noted that TS had expressed that he was happy with Stephenson Smart, Fakenham as independent examiners for the company;• BB therefore proposed the re-appointment of Stephenson Smart, Fakenham as independent examiners of the accounts for the year to 31st March 2025; | |

- Remuneration of the independent examiners would be agreed by the trustees in due course;
- HdL seconded the proposal and the meeting approved.

Election of Officers:

- The meeting noted that there were no proposed changes to the officers of the Company/Charity;
- Thanks to Beryl Bratt for chairing for the last year and agreeing to continue this year as Chair, HD proposed, PB seconded. Everyone is glad she is happy to continue in the role.
- Thanks to Tim Summers for being the Treasurer for the last year and agreeing to continue this year BB proposed, JH seconded. Everyone is glad he is continuing in this role.
- Thanks to Janet Holdom for being Deputy Chair for the last year and for agreeing to continue in the post for this year RC proposed, HD seconded
- Thanks to Richard Crook for being Company Secretary for the last year and agreeing to continue in the post for this year. PB proposed, BB seconded.

AOB:

- PB noted that we are actively looking for additional Trustees but have had no-one who wanted to join the Trustees. We will continue to look for new people. FADLOS might want someone from their committee to become a Trustee and will decide this at their upcoming meeting.
- PB proposed that we post the Minutes of the AGM on the Community Centre noticeboard and on the Bookings site. AV said posting on the Booking site and putting the Minutes on the Notice board do not present any problem.

BB/AV

Meeting closed at 5.22pm.